



**BOARD OF DIRECTORS
EAST BAY MUNICIPAL UTILITY DISTRICT**

375 - 11th Street, Oakland, CA 94607

Office of the Secretary: (510) 287-0440

**AGENDA
Tuesday, January 24, 2017**

**REGULAR CLOSED SESSION
11:00 a.m., Board Room**

ROLL CALL:

PUBLIC COMMENT: The Board of Directors is limited by State law to providing a brief response, asking questions for clarification, or referring a matter to staff when responding to items that are not listed on the agenda.

ANNOUNCEMENT OF CLOSED SESSION AGENDA:

1. Existing litigation pursuant to Government Code section 54956.9(d)(1):
 - a. Water rights hearing on *Petition Requesting Changes in Water Rights of the Department of Water Resources and U.S. Bureau of Reclamation for the California WaterFix Project* California State Water Resources Control Board
2. Initiation of litigation pursuant to Government Code section 54956.9(d)(4):
one matter.
3. Conference with Labor Negotiators Bruce Heid and Glenn Berkheimer from the Industrial Employers Distributors Association, Alexander R. Coate, Sophia D. Skoda, and Laura A. Brunson pursuant to Government Code Section 54957.6: Employee Organizations International Union of Operating Engineers, Local 39; American Federation of State, County and Municipal Employees, Locals 444 and 2019; and International Federation of Professional & Technical Engineers, Local 21.
4. Personnel exception pursuant to Government Code section 54957 to consider public employee evaluations: General Manager and General Counsel.

(The Board will hold Closed Session in Conference Room 8)

**REGULAR BUSINESS MEETING
1:15 p.m., Board Room**

ROLL CALL:

BOARD OF DIRECTORS:

- Approve 2017 Board Committee Assignments

PRESENTATION:

- Utility of the Future Award

ANNOUNCEMENTS FROM CLOSED SESSION:

PUBLIC COMMENT: The Board of Directors is limited by State law to providing a brief response, asking questions for clarification, or referring a matter to staff when responding to items that are not listed on the agenda.

CONSENT CALENDAR: (Single motion and vote approving 8 recommendations, including 1 resolution.)

1. Approve the Regular Minutes of January 10, 2017.
2. File correspondence with the Board.
3. Award a contract to the lowest responsive/responsible bidder, Kiewit Infrastructure West Co., in the amount of \$6,495,000 for construction of Upper San Leandro Reservoir Tower Upgrade under Specification 2106.
4. Authorize an agreement beginning on or after January 24, 2017 with RouteSmart Technologies, Inc., to provide RouteSmart software, analysis services, and training for one year in an amount not to exceed \$195,450, with four one-year options to renew for an average of \$31,939 annually thereafter, for a total cost of \$323,206.
5. Approve a direct award contract to Philadelphia Mixing Solutions Limited in an amount not to exceed \$175,000, after addition of taxes and freight, for supplying two mixers for food waste processing at the Main Wastewater Treatment Plant.
6. Authorize an amendment to the agreement with Construx Software Builders, Inc., beginning on or after January 25, 2017 to extend the agreement for four years for software training and consulting. This amendment increases the total agreement ceiling by \$300,000 to an amount not to exceed \$390,000.
7. Authorize an amendment to the agreement with Kleinfelder, Inc., beginning on or after January 24, 2017 in an amount not to exceed \$799,798 for construction support services for the Chabot Dam Seismic Upgrade and Upper San Leandro Reservoir Tower Upgrade projects. The amendment will increase the agreement to a new maximum cost ceiling of \$2,519,798.
8. Approve a resolution authorizing the District to submit an application for a WaterSMART Drought Resiliency Grant to fund the Bay Area Regional Reliability Regional Exchange Demonstration Project. (Resolution)

DETERMINATION AND DISCUSSION:

9. Legislative Update:
 - Update on Legislative Issues of Interest to EBMUD
10. Ratify the General Manager's January 13, 2017 declaration of a District emergency in accordance with Policy 7.03 as a result of a storm-induced slide in Orinda threatening the structural integrity of the Briones Aqueduct with possible resultant major damage to public safety, the environment, and the District's water facilities. (Resolution)
11. Approve adjusting the Board of Directors' monthly compensation by \$45 per month (3.7 percent) effective February 1, 2017.
12. General Manager's Report:
 - Board Succession Plan
 - Appoint Ad Hoc Committee to Negotiate Amendments to Employment Agreements with General Manager and General Counsel
 - Water Supply Update

REPORTS AND DIRECTOR COMMENTS:

13. Committee Reports:
 - Planning
 - Legislative/Human Resources
 - Finance/Administration
14. Other Items for Future Consideration.
15. Director Comments.

ADJOURNMENT:

The next Regular Meeting of the Board of Directors will be held at 1:15 p.m. on Tuesday, February 14, 2017 in the Administration Center Board Room, 375 Eleventh Street, Oakland, California.

Disability Notice

If you require a disability-related modification or accommodation to participate in an EBMUD public meeting please call the Office of the Secretary (510) 287-0404. We will make reasonable arrangements to ensure accessibility. Some special equipment arrangements may require 48 hours advance notice.

Document Availability

Materials related to an item on this Agenda that have been submitted to the EBMUD Board of Directors within 72 hours prior to this meeting are available for public inspection in EBMUD's Office of the Secretary at 375 11th Street, Oakland, California, during normal business hours, and can be viewed on our website at www.ebmud.com.

BOARD CALENDAR

Date	Meeting	Time/Location	Topics
Tuesday, January 24	Finance/Administration Committee Coleman { Chair }; Katz; Patterson	8:30 a.m. Training Resource Center	<ul style="list-style-type: none"> • Information Regarding Financial Services Organizations • Semi-Annual Internal Audit Report • Interest Rate Swap Portfolio Summary Report • Quarterly Financial Reports • Board of Directors' Compensation
	Budget Workshop #1	9:30 a.m. Training Resource Center	
	Board of Directors	11:00 a.m. 1:15 p.m.	<ul style="list-style-type: none"> • Closed Session • Regular Meeting
Tuesday, February 14	Planning Committee	9:15 a.m. Training Resource Center	
	Legislative/Human Resources Committee	10:15 a.m. Training Resource Center	
	Board of Directors	11:00 a.m. 1:15 p.m.	<ul style="list-style-type: none"> • Closed Session • Regular Meeting
Monday, February 13	Lincoln's Birthday Holiday		<i>District Offices Closed</i>
Monday, February 20	Washington's Birthday Holiday		<i>District Offices Closed</i>
Tuesday, Februaryf 28	Sustainability/Energy Committee	TBD Training Resource Center	
	Finance/Administration Committee	10:00 a.m. Training Resource Center	
	Board of Directors	11:00 a.m. 1:15 p.m.	<ul style="list-style-type: none"> • Closed Session • Regular Meeting

EAST BAY MUNICIPAL UTILITY DISTRICT

DATE: January 19, 2017

MEMO TO: Board of Directors

FROM: Lesa R. McIntosh, President



SUBJECT: 2017 Board Committee Assignments

Listed below are the proposed 2017 Board committee assignments:

Planning

Director Mellon, Chair
Director Linney
Director Young

2nd Tuesday of the month at 9:15 a.m.

Administration Center Building
Training Resource Center, 2nd Floor
Training Resource Center, 2nd Floor

Legislative/Human Resources

Director Coleman, Chair
Director Patterson
Director Young

2nd Tuesday of the month at 10:15 a.m.

Administration Center Building
Training Resource Center, 2nd Floor

Finance/Administration

Director Patterson, Chair
Director Coleman
Director Mellon

4th Tuesday of the month at 10:00 a.m.

Administration Center Building
Training Resource Center, 2nd Floor

Sustainability/Energy

Director Young, Chair
Director Katz
Director Linney

Meets quarterly on 4th Tuesday

Administration Center Building
Training Resource Center, 2nd Floor

**DSRSD/EBMUD Recycled
Water Authority (DERWA)**

Director Coleman
President Mellon
Director Linney, Alternate

4th Monday of even calendar months at 6:00 p.m.

Contact: Linda H. Hu, 287-1691

Freeport Regional Water Authority

Director Coleman
Director Patterson
Director Katz, Alternate

*2nd Thursday at 10:00 a.m. on a quarterly basis,
with locations to be announced*

Retirement Board

Director Mellon
Director Young

3rd Thursday odd numbered months at 8:30 a.m.

Administration Center Building
Training Resource Center, 2nd Floor

**Upper Mokelumne River Watershed
Authority**

Director Coleman
Director Patterson
Director Young, Alternate
Director Katz, Alternate

4th Friday, quarterly at 1:30 p.m.
McLean Hall, Pardee Center

Business Forum (Ad Hoc)

Director Coleman
Director Katz
Director Patterson
Director Mellon, Alternate

Meeting dates, times, and location to be determined

EBMUD/EBRPD Liaison

Director Linney
Director Katz
Director Mellon, Alternate

Meeting dates, times, and location to be determined

Oakland Chamber of Commerce

Director Linney
Director Patterson, Alternate
Director Katz, Alternate

Special Districts Association of Alameda County/Special Districts Selection Committee

President McIntosh, Member
Director Katz, Alternate
Director Linney, Alternate

Special Districts Association of Contra Costa County

President McIntosh, Member
Director Mellon, Alternate
Director Young, Alternate

LRM:lm1


Office of the Secretary

MINUTES

Tuesday, January 10, 2017

**East Bay Municipal Utility District
Board of Directors
375 Eleventh Street
Oakland, California**

Regular Closed Session Meeting

President Frank Mellon called to order the Regular Closed Session Meeting of the Board of Directors at 10:30 a.m. in the Administration Center Board Room.

ROLL CALL

Directors John A. Coleman, Doug Linney, Lesa R. McIntosh, William B. Patterson, Marguerite Young, and President Frank Mellon were present at roll call. Director Andy Katz arrived at 11:12 a.m.

Staff present included General Manager Alexander R. Coate, General Counsel Craig S. Spencer, Director of Engineering and Construction Xavier J. Irias (Item 1), Assistant General Counsel Xanthe M. Berry (Items 1 and 2), Attorney Jonathan D. Salmon (Item 1), Director of Operations and Maintenance Michael J. Wallis (Item 2), Manager of Human Resources Laura A. Brunson (Item 3), Attorney Lourdes Matthew (Item 3), Industrial Employers Distributors Association representatives Bruce Heid and Glenn Berkheimer (Item 3).

PUBLIC COMMENT

- Addressing the Board was Ivette Rivera, Gardener Foreman, who commented on an email she had sent to the Board about the need to reference Government Code 53297 in Policy 6.04 – Ethics Policy of the EBMUD Board of Directors.

BROWN ACT BRIEFING

Attorney Saji T. Pierce presented the annual Brown Act briefing and ethics update. She highlighted Policy 6.04 – Ethics Policy of the EBMUD Board of Directors and the laws covered by this policy. She summarized recent legal developments pertaining to The Brown Act, the Public Records Act, the Conflict of Interest Code, California Government Code Section 1090 pertaining to public officials' approval of contracts, and the Political Reform Act. There was considerable discussion regarding Assembly Bill (AB) 1661 which became effective January 1, 2017. The law requires public officials that receive any type of compensation, salary, or stipend from the agency to attend at least 2 hours of sexual harassment prevention training every two years. Director Young asked if the training by her employer satisfies AB 1661 requirements. President Mellon asked whether his role as a consultant who provides sexual harassment prevention training to others is sufficient to meet the new training requirement. General Counsel Spencer said that staff would research these questions and report back to Directors Young and Mellon. Ms. Pierce presented the Board with copies of her presentation and responded to questions raised by Board members.

BOARD SUCCESSION PLAN

Due to time constraints, this item was carried over to the Regular Business Meeting of January 24, 2017.

ANNOUNCEMENT OF CLOSED SESSION AGENDA

President Frank Mellon announced the closed session agenda. The Board convened to Conference Room 8a/b for discussion.

Regular Business Meeting

President Mellon called to order the Regular Business Meeting of the Board of Directors at 1:22 p.m. in the Administration Center Board Room.

ROLL CALL

Directors John A. Coleman, Andy Katz, Doug Linney, Lesa R. McIntosh, William B. Patterson, Marguerite Young, and President Frank Mellon were present at roll call.

Staff present included General Manager Alexander R. Coate, General Counsel Craig S. Spencer, and Secretary of the District Lynelle M. Lewis.

BOARD OF DIRECTORS

President Mellon led the Pledge of Allegiance.

Election of President of the Board

President Mellon opened the floor for nominations for President of the Board for 2017. Vice-President Patterson announced that due to personal reasons, he would not be available to serve as President. He requested that the Board consider a change from the traditional rotation of Vice-President to President. The Board approved this request.

- Motion by Director Patterson, seconded by Director Coleman, to nominate Director Lesa R. McIntosh for President of the Board of Directors for 2017.

President Mellon called for additional nominations, none came forward, and he closed the nomination period. The motion to elect Director Lesa R. McIntosh as President of the Board, carried (7-0) by the following voice vote: AYES (Coleman, Katz, Linney, McIntosh, Mellon, Patterson, and Young); NOES (None); ABSTAINED (None); ABSENT (None).

Motion No. 001-17 – Elected Director Lesa R. McIntosh as President of the Board of Directors for 2017.

Election of Vice-President of the Board

Past President Mellon handed over the gavel to newly elected President Lesa R. McIntosh and she thanked the Board for the opportunity to serve as President. She opened the floor for nominations for Vice-President of the Board for 2017.

- Motion by Director Mellon, seconded by Director Linney, to nominate Director William B. Patterson for Vice-President of the Board for 2017.

President McIntosh called for additional nominations, none came forward, and she closed the nomination period. The motion to elect Director William B. Patterson as Vice-President of the Board, carried (7-0) by the following voice vote: AYES (Coleman, Katz, Linney, McIntosh, Mellon, Patterson, and Young); NOES (None); ABSTAINED (None); ABSENT (None).

Motion No. 002-17 – Elected Director William B. Patterson as Vice-President of the Board of Directors for 2017.

Committee Assignments

President McIntosh presented a memorandum requesting 2017 Committee Assignment preferences. She requested that Board members submit their preferences to Secretary Lewis, and said that committee assignments will be presented for Board consideration on January 24.

Board Service Award

President McIntosh acknowledged Director Andy Katz for his 10 years of service to the District. She highlighted his numerous contributions to the Board and his constituents over the years. On behalf of the Board, President McIntosh presented Director Katz with his 10-year pin. The Board and staff applauded Director Katz on this milestone.

ANNOUNCEMENTS FROM CLOSED SESSION

There were no announcements required from closed session.

PUBLIC COMMENT

- Addressing the Board were the following persons: 1) Ivette Rivera, Gardener Foreman, commented on a packet of information she presented on an employee's rights to individual representation and suggested changes to Policy 6.04 Ethics Policy of the EBMUD Board of Directors; 2) M. Rosa Merced, Network Analyst II, commented on issues surrounding her job injury claim, her work history at the District, and announced her intent to resign from the District under distress; and 3) Mark Foley, President, AFSCME Local 2019, asked the Board to adjourn today's meeting in memory of retiree Patricia Patrick who contributed 39 years of service to the District.

CONSENT CALENDAR

- Item 8 was removed from the Consent Calendar for discussion.
 - Motion by Director Coleman, seconded by Director Patterson, to approve the recommended actions for Items 1-7 on the Consent Calendar, carried (7-0) by the following voice vote: AYES (Coleman, Katz, Linney, McIntosh, Patterson, Young, and Mellon); NOES (None); ABSTAIN (None); ABSENT (None).
1. **Motion No. 003-17** – Approved the Special and Regular Meeting Minutes of December 13, 2016.
 2. The following correspondence was filed with the Board: 02.1) Packet entitled “Annual Brown Act & Ethics Update” dated January 2017; 02.2) Presentation entitled “Annual Brown Act and Ethics Update” dated January 2017; 02.3) Memorandum dated January 10, 2017 to Board of Directors, from Lesa R. McIntosh, President, regarding 2017 Board Committee Assignment Preferences; 02.4) Memorandum dated January 10, 2017 (with Exhibits 1-9), from Ivette Rivera, to Board of Directors, General Manager and General Counsel, regarding “East Bay Municipal Utility District Employees Do Have The Right To Individual Representation [There is no such thing as what Frank Mellon termed, on 1/28/14, as an ‘exclusive remedy’ at EBMUD]”; 02.5) Memorandum dated January 10, 2017, to Board of Directors, Alex Coate, General Manager, Locals 2019, 444, 39, from M. Rosa Merced, Emp. 10476, regarding “Continued Issues: Workers Comp/Job Injury Retiring Under Distress”; 02.6) Presentation entitled “East Bay Municipal Utility District Federal Update” dated January 10, 2017; 02.7) Presentation entitled “Reclaimed Water Chevron Richmond Refinery” dated January 10, 2017; 02.8) Presentation entitled “North Richmond Water Recycling Negotiations,” dated January 10, 2017; 02.9) Presentation entitled “2016 Statistical Opinion and Customer Outreach Research Results and Outreach Plan” dated January 10, 2017; 02.10) Presentation entitled “Water Supply Board Briefing” dated January 10, 2017; 02.11) Memorandum dated January 12, 2017, to Board of Directors from Alexander R. Coate, General Manager, regarding “Board of Directors Meeting Schedules During the Month of August”; and 02.12) Memorandum dated January 10, 2017 to Board of Directors from Eileen M. White, Manager of Water Operations, regarding “Freeport Regional Water Authority (FRWA), January 12, 2017 Board of Directors Special Meeting”.
 3. **Motion No. 004-17** – Awarded a contract to the lowest responsive/responsible bidder, GSE Construction Company, Inc., in the amount of \$14,766,000 for construction of the South Reservoir Replacement under Specification 2075.
 - 4.1. **Motion No. 005-17** – Awarded a contract to the lowest responsive/responsible bidder, F.D. Thomas, Inc., in the amount of \$4,937,816 for construction of the South Interceptor 3rd Street Rehabilitation Phase 1 Project under Specification SD-379A.
 - 4.2. **Motion No. 006-17** – Authorized an agreement beginning on or after January 10, 2017 with Carollo Engineers, Inc., in an amount not to exceed \$370,018 for supplemental construction inspection services for the South Interceptor 3rd Street Rehabilitation Phase 1 Project.

5. **Motion No. 007-17** – Awarded a contract to the lowest responsive/responsible bidder, Con-Quest Contractors, Inc., in the amount of \$525,000 for construction of the Main Wastewater Treatment Recycled Water 12-inch Pipeline Extension and Commercial Fill Station Project under Specification SD-387.
6. **Motion No. 008-17** – Authorized an agreement beginning on or after January 10, 2017 with Integral Group, Inc., in an amount not to exceed \$1,658,198 for design and construction management support services for upgrading the heating, ventilation, and air conditioning systems at the Administration Building and Adeline Maintenance Center.
7. **Motion No. 009-17** – Approved a Fifth Amendment to the Lease Agreement between Viridis Fuels, LLC (Viridis), and the District for a portion of the West End Property adjacent to the District's Main Wastewater Treatment Plant, in which Viridis will be allowed to defer the monthly "Additional Value" payment of \$21,666.67 for a period not to exceed six months.
8. **Motion No. 010-17** – Adopted revised Principles for Use by Other Parties of Unassigned EBMUD Capacity in the Freeport Regional Water Project.
 - Item 8 was removed from the Consent Calendar for discussion.
 - Addressing the Board was Sonia Diermayer, representing the Sierra Club, who expressed support for the revised version of the Principles. There was Board discussion about the impacts to revenue generation opportunities, and staff said that the Board will consider and approve all agency requests for use of unassigned capacity in the Freeport Regional Water Project.
 - Motion by Director Coleman, seconded by Director Patterson, to approve the recommended action for Item 8, carried (7-0) by the following voice vote: AYES (Coleman, Katz, Linney, McIntosh, Patterson, Young, and Mellon); NOES (None); ABSTAIN (None); ABSENT (None).

DETERMINATION AND DISCUSSION

9. Legislative Update.

EBMUD Washington, D.C. Lobbyist Eric Sapirstein presented an overview of federal priorities. He said the 115th Congress and President-Elect Donald Trump's administration will bring change. Areas of interest to EBMUD include Endangered Species Act (ESA) reforms, changes affecting the Central Valley Project Improvement Act (CVPIA), spending and tax reform, regulatory reform, and infrastructure assistance. Mr. Sapirstein said that EBMUD will continue to follow legislative actions that could impact water, the environment, and infrastructure assistance. There was a brief question and answer period regarding federal programs. Staff was asked to provide information about the protections for the CVPIA and the ESA included in the California water provisions of the Water Infrastructure Improvements for the Nation Act. Staff was also asked to provide information on the source of federal forest management funding and whether forest timber fees were the source of such funding.

Next, Manager of Legislative Affairs Marlaigne K. Dumaine highlighted the proposed federal legislative initiatives for 2017. Legislative/Human Resources Committee Chair Director William B. Patterson announced that the Committee supported the recommendations presented by staff.

- Motion by Director Patterson, seconded by Director Coleman, to approve the recommended action for Item 9, carried (7-0) by the following voice vote: AYES (Coleman, Katz, Linney, McIntosh, Patterson, Young, and Mellon); NOES (None); ABSTAIN (None); ABSENT (None).

Motion No. 011-17 – Approved the federal legislative initiatives for 2017 which focus on: 1) Advance EBMUD's interests in the context of protecting EBMUD's Mokelumne River water rights, EBMUD's water supply reliability, and the Mokelumne fishery; 2) seek federal funding opportunities for EBMUD projects via any new and existing federal programs; and 3) continue to investigate federal efforts to promote healthy forests and watersheds, and identify opportunities for EBMUD to engage.

FEDERAL INITIATIVE	ACTION
1. Advance EBMUD's interests in the context of Mokelumne River water rights, water supply reliability, and the Mokelumne fishery.	<ul style="list-style-type: none"> • Staff will focus on EBMUD's priority issues: <ul style="list-style-type: none"> ○ Protect EBMUD's Mokelumne water rights. ○ Preserve EBMUD's access to water transfers. ○ Protect regional water supply programs and projects, including the Freeport Regional Water Project. ○ Ensure that EBMUD's ratepayers are not held responsible for the flow obligations, project mitigations, or expected habitat restoration success of others, including the state and federal projects. ○ Protect the Mokelumne fishery by working to ensure that any policy or program revision, or project or project-related activity that would impact the Mokelumne salmonid fishery includes mitigation by the responsible parties for the impacts. ○ Support appropriate stewardship responsibilities for the CVP. ○ Support the preservation of the ESA and the CVPIA.
2. Seek federal funding opportunities for EBMUD projects via any new and existing federal programs.	<ul style="list-style-type: none"> • Pursue FY18 federal funding for WRDA authorized projects: the San Ramon Valley Recycled Water Project, the Integrated Regional Recycled Water Program, and seek to leverage the Bay Area Regional Desalination Project authorization as a component of the Bay Area Regional Reliability Project. • Advance EBMUD's infrastructure funding needs, including but not limited to, the Capital Improvement Program, the Regional EBMUD Seismic Component Upgrade (RESCU) program, recycled water projects, projects to facilitate regional and/or local water supply reliability, projects or programs to facilitate climate change mitigation and resiliency, including water and energy conservation, and projects to facilitate renewable energy. Seek

	project assistance opportunities within the context of any discussions regarding drought or emergency relief.
3. Continue to investigate federal efforts to promote healthy forests and watersheds, and identify opportunities to engage.	<ul style="list-style-type: none"> • Support the State Administration in its advocacy that federal forest management funding is spent on forest management and not redirected to suppression or other efforts. • Monitor federal legislation on forest and watershed health, and identify potential opportunities for EBMUD to engage, particularly through its role in the Upper Mokelumne River Watershed Authority. • Continue to gather information at the federal level on efforts to fund both forest management and wildfire suppression, as well as efforts to promote forest and watershed health, and provide updates to the Board as appropriate.

10. Board's Annual Review of Directors' Compensation.

General Manager Alexander R. Coate reported that as part of Board Motion No. 011-14 approving a salary increase for EBMUD Directors, the Board voted to conduct an annual review of its compensation during the first Board meeting of the calendar year and to use the staff salary adjustment information from the prior year as the basis for the Board's discussion. The Municipal Utility District Act authorizes an annual adjustment to the salary of Directors of not more than 5 percent for each calendar year following the effective date of the last adjustment. The Board last voted to adjust its compensation on January 12, 2016 in the amount of \$32 (2.7 percent) to \$1,218 per month. The 2016 general salary increase received by District staff effective April 18, 2016 was 3.7 percent. A 2017 adjustment of \$45 per month (3.7 percent) would change the Board's monthly compensation from \$1,218 to \$1,263.

There was considerable discussion by the Board about its annual salary adjustment. Following this discussion, the consensus of the Board was to refer this item to the January 24, 2017 Finance/Administration Committee meeting. The Board requested staff to provide a history of board salary increases and salary information on other Bay Area water and wastewater agencies.

11. General Manager's Report.

General Manager Coate reported that staff would provide an update on the Chevron Recycled Water contract negotiations. Chevron Government Affairs Manager Walt Gill presented historical background on the partnership with EBMUD and pointed out that they were at an impasse on reclaimed water cost renegotiations. Chevron requested that the EBMUD Board empower staff to consider alternatives other than strict adherence to Cost of Service Study recommendations for the renewal of the North Richmond Water Recycling Project contract. He said that the proposed costs do not take into account Chevron's investment and attributes associated with large industrial consumers. Director of Water and Natural Resources Richard G. Sykes presented an update on the proposed terms for the new agreement with West County Wastewater District for recycled water.

Following extensive discussion, the Board directed staff to extend the current agreement with Chevron for no more than one year, obtain data on Chevron costs, and provide quarterly updates to the Board (April 2017, July 2017, October 2017 and January 2018).

Next, Special Assistant to the General Manager Alison A. Kastama presented the survey results from the 2016 opinion and customer outreach research conducted by EMC Research, Inc. on behalf of the District. She reported that EMC Research, Inc. completed 1,200 telephone interviews between November 10-21, 2016 with both District account holders and non-account holders within the service area. The survey confirmed the District maintains a favorable brand rating and has strong ratings in core job competencies: safe, reliable, and good tasting water. The vast majority of customers have positive perceptions of local water quality, continue to believe the District does a good job encouraging conservation, and have a good experience when contacting the District to resolve issues. Staff will utilize the survey results to craft targeted messaging to consumers through various outreach tools, such as the *Customer Pipeline* newsletter, social media accounts, the website, various presentations and direct conversations with EBMUD constituents. Staff will also continue outreach through positive media coverage. The Board commented on areas for additional outreach including earthquake preparedness, outreach to disadvantaged communities, electronic *Pipeline* subscriptions, promoting water quality to communities where bottled water use is higher, and updates on investments in infrastructure.

Operations and Maintenance Department Manager Eileen M. White presented the Water Supply Briefing which covered recent storms, flood control operations, water supply projections, water production, and water savings. Recent rain storms increased water supplies within the state and locally. East Bay watershed season precipitation is 105 percent of average and the Mokelumne River watershed season precipitation is 108 percent of average. Flood control operations are underway and the District is notifying agencies and the public regarding releases. Total system storage is 280,000 acre feet more than last year at this time.

In concluding, General Manager Coate reported that the 2016 Interdepartmental Committee Reports, the December 2016 Monthly Report, and a memorandum regarding Board of Directors meeting schedules during the month of August had been provided in the Board's packets. Staff was asked to investigate the option to modify the narrow timeframe the Board has to exercise its AB 408 authority to appoint an uncontested candidate to the Board and also whether a legislative amendment should be considered.

REPORTS AND DIRECTOR COMMENTS

12. Committee Reports.

- Filed with the Board were the Planning and Legislative/Human Resources Committee Minutes of December 18, 2016.

13. Other Items for Future Consideration.

None.

14. Director Comments.

- Director Coleman reported participating in the Association of California Water Association (ACWA) teleconference meeting on December 19, 2016 in Oakland. He reported on plans to attend/participate in the following upcoming events: EBMUD Recycled Water meeting on January 11 in Orinda; ACWA teleconference meeting on January 11 in Oakland; EBMUD Happy Valley Pipeline meeting on January 11 in Lafayette; the Contra Costa County Mayors' Conference on January 12 in Danville; ACWA teleconference meeting on January 17 in Oakland; East Bay Economic Development Alliance Legislative Reception on January 19 in Oakland; and an ACWA teleconference meeting on January 23 in Oakland.
- Director Katz reported attending the Alameda County Community Choice Aggregation Steering Committee meeting on January 4 in Castro Valley.
- Director Linney had no comment.
- Director Mellon had no comment.
- Director Patterson had no comment.
- Director Young had no comment.
- President McIntosh had no comment.

ADJOURNMENT

President McIntosh adjourned the meeting in memory of retiree Patricia Patrick who passed away on, December 19, 2016. Ms. Patrick, who worked for the District for 39 years, began her career in the Customer Services Department and retired from the New Business Office in September 2013. Pat was also dedicated to labor relations, representing Local 2019 as Chief Steward for 15 years.

The meeting was adjourned at 4:47 p.m.

SUBMITTED BY:

Lynelle M. Lewis, Secretary of the District

APPROVED: January 24, 2017

Lesa R. McIntosh, President of the Board



AGENDA NO.
MEETING DATE

3.

January 24, 2017

TITLE UPPER SAN LEANDRO RESERVOIR TOWER UPGRADE

☒ **MOTION** _____ ☐ **RESOLUTION** _____ ☐ **ORDINANCE** _____

RECOMMENDED ACTION

Award a contract to the lowest responsive/responsible bidder, Kiewit Infrastructure West Co., in the amount of \$6,495,000 for construction of Upper San Leandro Reservoir Tower Upgrade under Specification 2106.



SUMMARY

Work includes demolition and removal of all existing mechanical and electrical components; installation of new mechanical and electrical components at the reservoir tower; seismic retrofit of the tower with a concrete collar and two buckling restrained braces anchored on-shore in concrete anchor blocks; and construction of related required work at the District's Upper San Leandro (USL) Reservoir site.

DISCUSSION

The USL Reservoir Outlet Tower conveys water to the USL Water Treatment Plant for treatment and distribution to District customers. A seismic evaluation conducted in 2008 concluded that the tower would be damaged during a major earthquake. The failure of the tower would deprive the USL Water Treatment Plant of a water source and consequently the public from a significant source of water. In addition, a 2005 study identified that the mechanical components of the tower are also in need of improvements to ensure reliable and safe operations particularly following an earthquake. Because the tower is critical to the District's water supply, planning and design of the upgrade was undertaken. Environmental permits were secured in late 2016, and allow construction to begin in March 2017. The project was bid in winter 2016 and construction will begin in spring 2017.

This project supports the District's Strategic Plan goal for Long-Term Infrastructure Investment.

Funds Available: FY16-17; CIP # 000672; Page 40		Budget Code: WSC/570/7999/5561/2009018:25
DEPARTMENT SUBMITTING Engineering and Construction	DEPARTMENT MANAGER or DIRECTOR  Xavier J. Irias	APPROVED  General Manager

Contact the Office of the District Secretary with questions about completing or submitting this form.

BID RESULTS

Bid documents were issued to 27 resource organizations and 34 prospective bidders. Eight bids were received, ranging from \$6,495,000 to \$8,781,811. The bid summary is attached. The engineer's estimate for this work is \$7,863,790.

Contract Award – The District's practice is to promote small business by granting a 5 percent bid discount (up to \$250,000) to bids submitted by small business enterprises. Initial review of bids indicated that Sierra Mountain Construction, Inc.'s (SMCI) bid was the effective low bid after applying the small business discount. However, a review of its financial statements concluded that SMCI did not meet the District's requirements for the small business discount. Therefore, award to the lowest responsive/responsible bidder, Kiewit Infrastructure West Co. is recommended.

The lowest responsive/responsible bidder, Kiewit Infrastructure West Co., is licensed to perform work in California, and is not on the State Department of Industrial Relations (DIR) debarment list. Kiewit Infrastructure West Co. and its listed subcontractors are properly registered with the State DIR. In the past five years, Kiewit Infrastructure West Co. has not filed a Government Code Claim, nor initiated any litigation against the District.

SUSTAINABILITY

Economic

This item is included in the FY16-17 budget for the Reservoir Tower Modifications project.

Social

The completed P-035 and P-061 forms for the Contract Equity Program are attached. Work under this contract is subject to the payment of current prevailing wages according to determinations for each craft as established by the Director of Industrial Relations of the State of California.

Local 444 was notified of this contract on January 29, 2015 and did not raise any specific issues related to this contract.

Environmental

A Notice of Exemption was posted with the Alameda County Clerk on March 28, 2013.

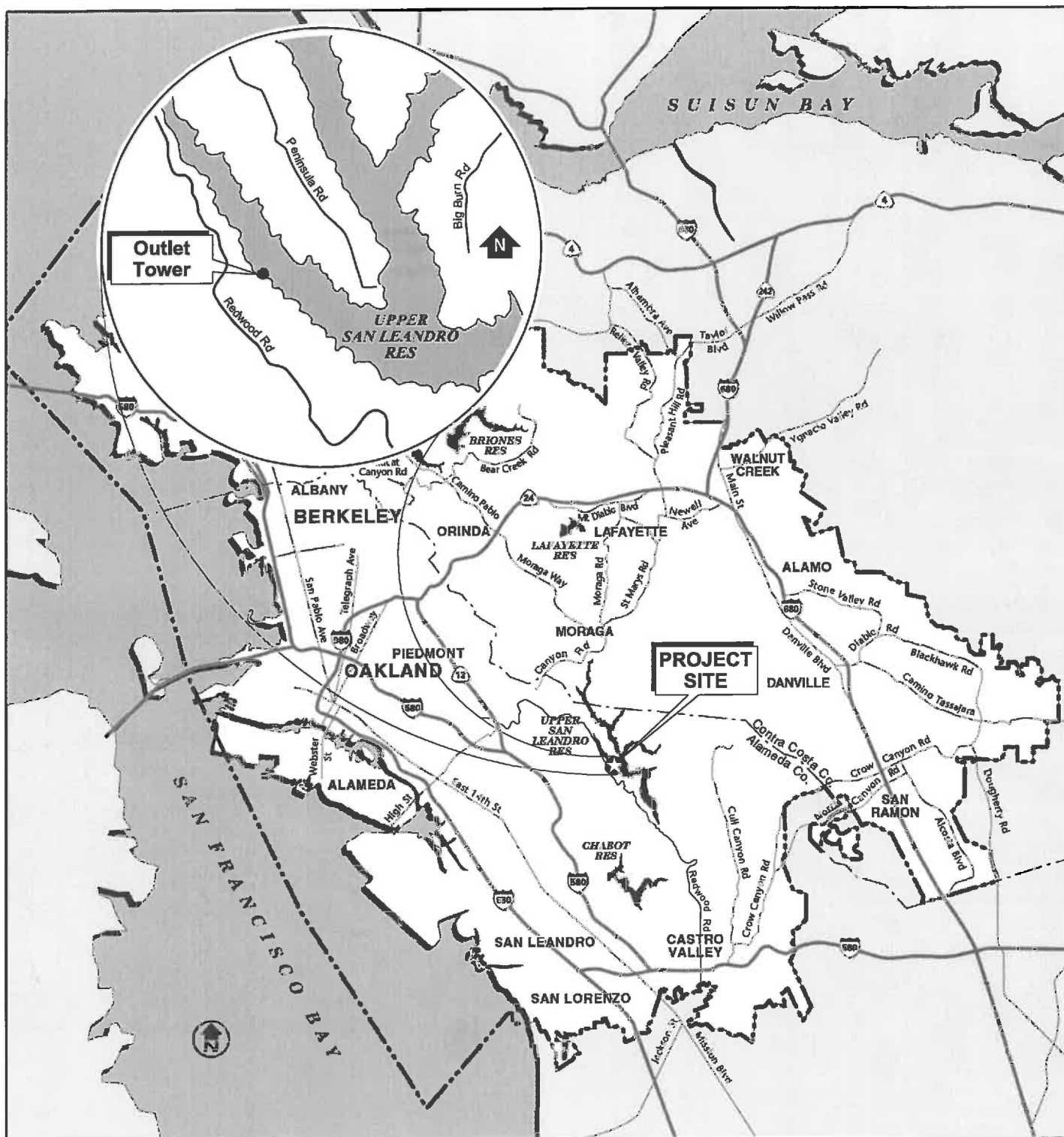
ALTERNATIVES

Perform the work with District forces. This alternative is not recommended because this project is beyond the scope of work typically performed by District forces.

Do not perform the work. This alternative is not recommended because the existing tower is a critical component of the District's water supply system. It has been identified as a key facility in the District's

Raw Water Master Plan. If the USL Reservoir Outlet Tower were damaged in a significant earthquake, the District's water supply would be severely limited.

Attachments: Location Map
Bid Summary
Contract Equity Program Summary (P-035)
Affirmative Action Summary (P-061)



PROJECT SITE LOCATION MAP

NOT TO SCALE

EAST BAY MUNICIPAL UTILITY DISTRICT

**UPPER SAN LEANDRO RESERVOIR
TOWER UPGRADE**

SPECIFICATION 2106

EAST BAY MUNICIPAL UTILITY DISTRICT
SPECIFICATION 2106
UPPER SAN LEANDRO RESERVOIR TOWER UPGRADE
Bids Opened December 21, 2016

	BIDDER	TOTAL AMOUNT BID
1.	Kiewit Infrastructure West Co. 4650 Business Center Dr. Fairfield, CA 94536 (707) 439-7300	\$6,495,000
2.	Shimmick Construction Company, Inc. 8201 Edgewater Dr., Ste. 202 Oakland, CA 94621 (510) 777-5000	\$6,565,000
3.	Sierra Mountain Construction, Inc. 13919 Mono Wy. Sonora, CA 95370 (209) 928-1900	\$6,659,000
4.	Flatiron West, Inc. 2100 Goodyear Rd. Benicia, CA 94510 (707) 742-6000	\$6,749,000
5.	Valentine Corporation (SBE/DVBE) 111 Pelican Wy. San Rafael, CA 94901 (415) 453-3732	\$6,869,369 / \$6,619,369*
6.	ProVen Management, Inc. 225 3 rd St. Oakland, CA 94607 (510) 671-0000	\$6,877,777
7.	Myers and Sons Construction, LP 4600 Northgate Blvd., Ste. 100 Sacramento, CA 95834 (916) 283-9950	\$7,556,000
8.	Golden State Bridge, Inc. 3701 Mallard Dr. Benicia, CA 94510 (925) 372-8000	\$8,781,811

SBE/DVBE – Small Business Enterprise or Disabled Veteran Business Enterprise

* Effective Bid Amount due to SBE/DVBE discount (5% of the low bid amount, not to exceed \$250,000)

Engineer's Estimate: \$7,863,790



CONTRACT EQUITY PROGRAM SUMMARY (P-035)

This summary contains information on the contractor's workforce and contract equity participation. (Completed by District)

TITLE SPECIFICATION NO.: 2106 Upper San Leandro Reservoir Tower Upgrade				DATE: January 11, 2016								
CONTRACTOR: Kiewit Infrastructure West Co. Fairfield, CA 94534				PERCENTAGE OF CONTRACT DOLLARS								
BID/PROPOSER'S PRICE: \$6,495,000		FIRM'S OWNERSHIP		White Men 25%	Contracting Objectives 25%	Participation 90.4%						
		Ethnicity White	Gender Men	White Women 9%	Ethnic Minorities 25%	Participation 9.6%						
						Participation 0.0%						
CONTRACT EQUITY PARTICIPATION												
COMPANY NAME	ESTIMATED AMOUNT	ETHNICITY	GENDER		CONTRACTING PARTICIPATION							
			M	W	White-Men	White-Women	Ethnic Minorities	Unclassified	Publicly Held Corp.	Gov't/Non Profit	Foreign	
PRIME: Kiewit Infrastructure West Co. \$4,664,067 White X 71.8%												
SUBS: Bullert Industrial Electric, Inc. \$471,000 White X 7.3%												
Ballard Marine Construction, Inc. \$418,175 White X 6.4%												
Hillside Drilling Company, Inc. \$137,370 White X 2.1%												
Borg Fence \$70,186 White X 1.1%												
Frank A. Olsen Company \$670,000 White X 10.3%												
Jeffco Painting & Coating Inc. \$64,202 White X 1.0%												
TOTAL		\$6,495,000				90.4%	9.6%	0.0%	0.0%	0.0%	0.0%	0.0%
CONTRACTOR'S WORKFORCE PROFILE (From P-025 Form)												
		White Men		White Women		Ethnic Minorities		Total Employees				
No. of Employees:		102		9		47		158				
Percent of Total Employees:		64.6%		5.7%		29.7%						
MSA Labor Market %:		28.0%		23.6%		48.4%						
MSA Labor Market Location:		California										
COMMENTS												
Contract Equity Participation - 90.4% White Men participation, 9.6% White Women participation and 71.2% Ethnic Minority Participation.												
Workforce Profile & Statement of Nondiscrimination Submitted				Good Faith Outreach Efforts Requirement Satisfied				Award Approval Recommended				
NA				YES								



AFFIRMATIVE ACTION SUMMARY (P-061)

(Completed by District)

This summarizes information provided by the contractor(s)' P-025 Form regarding their workforce.

Title: Upper San Leandro Reservoir Tower Upgrade		Ethnic Minority Percentages From U.S. Census Data						
			B	H	A/PI	AI/AN	TOTAL	
		National	10.5	10.7	3.7	0.7	27.3	
Spec. No.: 2106		DATE: 1/11/2016	9 Bay Area Counties	5.5	16.2	14.2	0.4	39.9
			Alameda/CC Counties	10.7	15.6	15.4	0.5	46.2
R=Recmmnd P=Prime S=Sub	Composition of Ownership	Number of Ethnic Minority Employees						
Company Name, Owner/Contact Person, Address, and Phone Number			B	H	A/PI	AI/AN	TOTAL	PERCENT
RP	WM	Company Wide	2	29	9	1	41	25.9%
Kiewit Infrastructure West Co. Jeffrey P. Petersen 4650 Business Center Dr. Fairfield, CA 94534 209-928-1900		Manager/Prof	1	8	9	0	18	18.4%
		Technical/Sales	0	0	0	0	0	0.0%
		Clerical/Skilled	1	11	0	1	13	28.9%
		Semi/Unskilled	0	10	0	0	10	0.0%
		Bay Area	2	24	0	0	26	21.5%
		AA Plan on File: NA	Date of last contract with District: NA					
		Co. Wide MSA: California	# Employees-Co. Wide: 158 Bay Area: 121					
S	WW: LBE	Company Wide	0	7	1	0	8	30.8%
Hillside Drilling Inc. Cheryl Walsh 539 S 11th St. Richmond, CA 94804 510-234-6532		Manager/Prof	0	1	1	0	2	25.0%
		Technical/Sales	0	0	0	0	0	0.0%
		Clerical/Skilled	0	0	0	0	0	0.0%
		Semi/Unskilled	0	6	0	0	6	33.3%
		Bay Area	0	7	1	0	8	30.8%
		Co. Wide MSA: Bay Area Counties	# Employees-Co. Wide: 26 Bay Area: 26					
S	WM	Company Wide	0	0	0	0	0	0.0%
Bullert Industrial Electric, Inc. Eric Bullert 19820 Hirsch Ct., Ste. 3 Anderson, CA 96007 530-364-2166		Manager/Prof	0	0	0	0	0	0.0%
		Technical/Sales	0	0	0	0	0	0.0%
		Clerical/Skilled	0	0	0	0	0	0.0%
		Semi/Unskilled	0	0	0	0	0	0.0%
		Bay Area	0	0	0	0	0	0.0%
		Co. Wide MSA: Shasta County	# Employees-Co. Wide: 17 Bay Area: 0					
S	WW	Company Wide	2	9	0	0	11	6.6%
Ballard Marine Construction, Inc. Kim Whittaker 506 Stone Road Benicia, CA 94510 866-782-6750		Manager/Prof	0	0	0	0	0	0.0%
		Technical/Sales	0	0	0	0	0	0.0%
		Clerical/Skilled	2	8	0	0	10	7.6%
		Semi/Unskilled	0	1	0	0	1	6.7%
		Bay Area	0	9	0	0	9	26.5%
		Co. Wide MSA: California	# Employees-Co. Wide: 167 Bay Area: 34					
S	WW: LBE	Company Wide	1	39	2	0	42	76.4%
Borg Fence Christy Pease 50 Contractors Street Livermore, CA 94551 925-4559620		Manager/Prof	0	0	0	0	0	0.0%
		Technical/Sales	0	0	0	0	0	0.0%
		Clerical/Skilled	0	0	0	0	0	0.0%
		Semi/Unskilled	1	39	2	0	42	91.3%
		Bay Area	0	0	0	0	0	0.0%
		Co. Wide MSA: California	# Employees-Co. Wide: 55 Bay Area: 0					
S	WM: L/SBE	Company Wide	0	3	0	0	3	20.0%
Frank A. Olsen Company Sharon Viramontes 286 Rickenbacker Circle Livermore, CA 94551 925-961-8888		Manager/Prof	0	0	0	0	0	0.0%
		Technical/Sales	0	1	0	0	0	14.3%
		Clerical/Skilled	0	1	0	0	1	50.0%
		Semi/Unskilled	0	1	0	0	1	100.0%
		Bay Area	0	0	0	0	0	0.0%
		Co. Wide MSA: Alameda	# Employees-Co. Wide: 15 Bay Area: 0					

WM=White Male, WW=White Women, EM=Ethnic Minority (Ethnicities: B=Black, H=Hispanic, A/PI=Asian/Pacific Islander, and AI/AN=American Indian/Alaskan Native)



AFFIRMATIVE ACTION SUMMARY (P-061)

(Completed by District)

This summarizes information provided by the contractor(s)' P-025 Form regarding their workforce.

Title: Upper San Leandro Reservoir Tower Upgrade		Ethnic Minority Percentages From U.S. Census Data							
			B	H	A/PI	AI/AN	TOTAL		
		National	10.5	10.7	3.7	0.7	27.3		
Construction Agreement		DATE: 1/11/2016	9 Bay Area Counties	5.5	16.2	14.2	0.4	39.9	
			Alameda/CC Counties	10.7	15.6	15.4	0.5	46.2	
R=Recmmd P=Prime S=Sub	Composition of Ownership	Number of Ethnic Minority Employees							
Company Name, Owner/Contact Person, Address, and Phone Number			B	H	A/PI	AI/AN	TOTAL	PERCENT MSA %	
S	WM	Company Wide	NOT APPLICABLE						
Jeffco Painting & Coating, Inc.		Manager/Prof							
Martin Salinas		Technical/Sales							
1260 Railroad Ave.		Clerical/Skilled							
Vallejo, CA 94592		Semi/Unskilled							
707-562-1900		Bay Area							
		Co. Wide MSA:							
P	EMM	Company Wide	12	287	3	0	302	36.6%	48.4%
Flatiron West, Inc.		Manager/Prof	4	0	1	0	5	3.6%	
Christina Newton		Technical/Sales	5	0	0	0	5	10.2%	
2100 Goodyesr Rd.		Clerical/Skilled	3	127	2	0	132	31.2%	
Benicia, CA 94510		Semi/Unskilled	0	160	0	0	160	73.7%	
707-742-6000		Bay Area	0	0	0	0	0	0.0%	39.9%
		Co. Wide MSA:	Insert MSA		# Employees-Co. Wide:		826	Bay Area:	0
P	WW - SBE	Company Wide	0	23	1	0	24	48.0%	39.9%
Valentine Corporation		Manager/Prof	0	1	1	0	2	22.2%	
Robert O. Valentine		Technical/Sales	0	0	0	0	0	0.0%	
111 Pelican Way		Clerical/Skilled	0	5	0	0	5	35.7%	
San Rafael, CA 94901		Semi/Unskilled	0	17	0	0	17	63.0%	
415-453-3732		Bay Area	0	23	1	0	24	48.0%	39.9%
		Co. Wide MSA:	9 Bay Area Counties		# Employees-Co. Wide:		50	Bay Area:	50
P	EMM: H	Company Wide	3	45	5	0	53	42.4%	39.9%
Proven Management, Inc.		Manager/Prof	0	2	0	0	2	18.2%	
Alan Varela		Technical/Sales	0	0	0	0	0	0.0%	
225 3rd Street		Clerical/Skilled	3	43	5	0	51	44.7%	
Oakland, CA 94607		Semi/Unskilled	0	0	0	0	0	0.0%	
510-671-0000		Bay Area	0	0	0	0	0	0.0%	39.9%
		Co. Wide MSA:	9 Bay Area Counties		# Employees-Co. Wide:		125	Bay Area:	0
P	WM	Company Wide	15	219	4	4	242	53.3%	37.3%
Myers and Sons Construction LP		Manager/Prof	2	11	1	1	15	20.8%	
Jenna Carlson		Technical/Sales	0	0	0	0	0	0.0%	
4600 Northgate Blvd., Ste. 100		Clerical/Skilled	9	133	3	2	147	54.6%	
Sacramento, CA 95834		Semi/Unskilled	4	75	0	1	80	70.8%	
916-599-0934		Bay Area	0	0	0	0	0	0.0%	39.9%
		Co. Wide MSA:	Sacramento		# Employees-Co. Wide:		454	Bay Area:	0

WM=White Male, WW=White Women, EM=Ethnic Minority (Ethnicities: B=Black, H=Hispanic, A/PI=Asian/Pacific Islander, and AI/AN=American Indian/Alaskan Native)



AGENDA NO.
MEETING DATE

4.

January 24, 2017

TITLE **METER ROUTE MANAGEMENT SOFTWARE AND ANALYSIS SERVICE**

☒ MOTION ☐ RESOLUTION ☐ ORDINANCE

RECOMMENDED ACTION

Authorize an agreement beginning on or after January 24, 2017 with RouteSmart Technologies, Inc. to provide RouteSmart software, analysis services, and training for one year in an amount not to exceed \$195,450, with four one-year options to renew for an average of \$31,939 annually thereafter, for a total cost of \$323,206.

SUMMARY

The District seeks to improve meter route management by replacing the outdated Automated Route Control System (ARCS) software with RouteSmart software. The RouteSmart software is a modern GIS-based system that will provide more efficient and sensible meter routes to increase staff efficiency. This new software will likely assist with reducing greenhouse gas emissions due to decreased driving needs.

DISCUSSION

The District currently uses ARCS software to create and manage meter reading routes for over 400,000 meters. The ARCS software has been used by the District for approximately 20 years. This software is outdated and cannot support current and emerging business needs, and the current meter reading routes are not geographically optimized. Replacing the existing, obsolete ARCS software with RouteSmart software will help create and manage efficient meter routes. With RouteSmart, routes will be based on meter locations and will balance meter reading workloads in the future. The new software is a GIS-based system that will increase staff efficiency and likely reduce greenhouse gas emissions due to decreased driving distances. This agreement supports the District's Strategic Plan goal for Customer and Community Services by improving operational efficiencies by investing in cost effective technology.

Funds Available: FY17		Budget Code: WSO/251/8763/5231
DEPARTMENT SUBMITTING Information Systems	DEPARTMENT MANAGER or DIRECTOR Nicholas J. Irias	APPROVED General Manager

Contact the Office of the District Secretary with questions about completing or submitting this form.

CONSULTANT SELECTION

Requests for proposals were sent to three firms and posted on the District's website. One firm submitted a proposal. RouteSmart Technologies, Inc. was selected based on evaluation by a panel of subject matter experts and after a comprehensive review and reference checks.

SUSTAINABILITY

Economic

Funding for this item is included in the FY17 operating budget.

Social

The completed P-035 and P-061 forms for the Contract Equity Program are attached.

Environmental

The use of the new software will likely assist in reducing greenhouse gas emissions due to decreased driving distance needs.

ALTERNATIVE

Do not award this contract. This alternative is not recommended because the District's current meter route management software is obsolete and unable to meet the current business needs.

Attachments

P-035 – Contract Equity Program Summary

P-061 – Affirmative Action Summary



CONTRACT EQUITY PROGRAM SUMMARY (P-035)

This summary contains information on the contractor's workforce and contract equity participation. (Completed by District)

TITLE Professional Services Agreement Meter Route Management Software and Analysis Service - One-Year Contract with 4 One-Year Renewal Options						DATE: January 18, 2017					
CONTRACTOR: RouteSmart Technologies Inc. Columbia, MD 21045					PERCENTAGE OF CONTRACT DOLLARS						
Sole Proposer					Availability Group		Contracting Objectives		Participation		
BID/PROPOSER'S PRICE:		FIRM'S OWNERSHIP			White Men		25%		100.0%		
		Ethnicity	Gender		White Women		6%		0.0%		
\$323,206 *		White		Men		Ethnic Minorities		25%		0.0%	
CONTRACT EQUITY PARTICIPATION											
COMPANY NAME		ESTIMATED AMOUNT	ETHNICITY	GENDER		CONTRACTING PARTICIPATION					
				M	W	White-Men	White-Women	Ethnic Minorities	Unclassified	Publicly Held Corp.	Gov't/Non Profit
PRIME: RouteSmart Technologies Inc.		\$323,206	White	X		100.0%					
SUBS: None											
TOTAL		\$323,206				100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
CONTRACTOR'S WORKFORCE PROFILE (From P-025 Form)											
		White Men		White Women		Ethnic Minorities		Total Employees			
No. of Employees:		18		8		3		29			
Percent of Total Employees:		62.1%		27.6%		10.3%					
MSA Labor Market %:		34.0%		30.2%		35.8%					
MSA Labor Market Location:		Maryland									
COMMENTS											
Contract Equity Participation - 100.0% White Men participation											
*Total Not to Exceed \$323,206 (\$195,450 - 1st year + \$31,939/yr. thereafter)											
Workforce Profile & Statement of Nondiscrimination Submitted				Good Faith Outreach Efforts Requirement Satisfied				Award Approval Recommended			
NA				NA							



AGENDA NO.
MEETING DATE

5.

January 24, 2017

TITLE PURCHASE OF MIXING EQUIPMENT FOR MAIN WASTEWATER TREATMENT PLANT SOLID/LIQUID WASTE RECEIVING STATION

☒ **MOTION** _____ ☐ **RESOLUTION** _____ ☐ **ORDINANCE** _____

RECOMMENDED ACTION

Approve a direct award contract to Philadelphia Mixing Solutions Limited in an amount not to exceed \$175,000, after addition of taxes and freight, for supplying two mixers for food waste processing at the Main Wastewater Treatment Plant (MWWTP).

SUMMARY



The District currently receives preprocessed food waste deliveries from the Central Contra Costa Solid Waste Authority at the Solid/Liquid Waste Receiving Station at the MWWTP. This material is mixed with water using existing mixers installed in the food waste receiving tanks, prior to further processing and feeding to the anaerobic digesters. This contract will provide a replacement mixer for an inoperable mixer that is currently limiting process efficiency and reliability, as well as a spare mixer to reduce facility downtime if one of the three other mixers needs to be replaced in the future. A direct award is recommended to match existing equipment at the facility, which would support cost-effective equipment maintenance.

DISCUSSION

Food waste processing is a key component of the District's Resource Recovery Program, which provides revenue to the District and environmental benefits to the community by diverting organics from landfills and generating renewable energy. The District needs to maintain the effectiveness and reliability of its food waste processing operations to meet existing contract obligations, while supporting potential food waste program growth. The proposed replacement mixers have more horsepower and a variable drive, which can provide operational flexibility to better address variations in delivered food waste quality. This contract supports the District's Strategic Plan goal for Long-Term Infrastructure Investment, specifically to "meet operational needs and reliability goals by effectively maintaining infrastructure."

VENDOR SELECTION

As permitted by California Public Contract Code, Section 3400, the District intends to award the contract directly to Philadelphia Mixing Solutions Limited, so that the new mixers match existing mixers at the

Funds Available: FY17		Budget Code: WWC/928/7999/2011302/5511	
DEPARTMENT SUBMITTING Wastewater	DEPARTMENT MANAGER or DIRECTOR  Bennett K. Horenstein		APPROVED  General Manager

Contact the Office of the District Secretary with questions about completing or submitting this form.

facility. By standardizing on this equipment, the District will realize cost-savings from reduced staff training and fewer spare parts to stock.

SUSTAINABILITY

Economic

Funds for this equipment are included in the FY17 budget for Capital Equipment Replacement. Staff has confirmed that the cost for the new mixers is comparable to the cost of the original mixers when adjusted for inflation. This contract supports the continued receipt of food waste tipping fee and energy generation revenue.

Social

The completed P-035 and P-061 forms for the Contract Equity Program are attached.

Environmental

This contract supports the continued implementation of the District's food waste program, which diverts organic material from nearby landfills and generates renewable energy.

ALTERNATIVES

Implement an alternative approach for tank mixing. This alternative is not recommended. Staff has investigated alternative tank mixing approaches and recommends maintaining the current tank mixing method. The new mixer will be installed with additional mixing energy and speed control to provide operational flexibility.

Select vendor by bid, instead of direct award. This alternative is not recommended because of the additional cost to the District for supporting equipment from more than one vendor.

Attachments

P-035 – Contract Equity Program Summary
P-061 – Affirmative Action Summary



CONTRACT EQUITY PROGRAM SUMMARY (P-035)

This summary contains information on the contractor's workforce and contract equity participation. (Completed by District)

TITLE					DATE:						
Materials & Supplies Mixing Equipment for the Solid/Liquid Waste Receiving Station					January 11, 2017						
CONTRACTOR: Philadelphia Mixing Solutions Limited Palmyra, PA 17078					PERCENTAGE OF CONTRACT DOLLARS						
Direct Award					Availability Group		Contracting Objectives		Participation		
BID/PROPOSER'S PRICE: \$175,000		FIRM'S OWNERSHIP		White Men		25%		100.0%			
		Ethnicity	Gender	White Women		2%		0.0%			
		White	Men	Ethnic Minorities		25%		0.0%			
CONTRACT EQUITY PARTICIPATION											
COMPANY NAME	ESTIMATED AMOUNT	ETHNICITY	GENDER		CONTRACTING PARTICIPATION						
			M	W	White-Men	White-Women	Ethnic Minorities	Unclassified	Publicly Held Corp.	Gov't/Non Profit	Foreign
PRIME: Philadelphia Mixing Solutions Limited	\$175,000	White	X		100.0%						
SUBS: None											
TOTAL		\$175,000				100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
CONTRACTOR'S WORKFORCE PROFILE (From P-025 Form)											
	White Men		White Women		Ethnic Minorities		Total Employees				
No. of Employees:	83		19		5		107				
Percent of Total Employees:	77.6%		17.8%		4.7%						
MSA Labor Market %:	46.4%		40.2%		13.4%						
MSA Labor Market Location:		Pennsylvania									
COMMENTS											
Contract Equity Participation - 100% White Men participation.											
Workforce Profile & Statement of Nondiscrimination Submitted				Good Faith Outreach Efforts Requirement Satisfied				Award Approval Recommended			
NA				NA							



AGENDA NO.
MEETING DATE

6.

January 24, 2017

TITLE AMENDMENT TO THE AGREEMENT WITH CONSTRUX SOFTWARE BUILDERS, INC. FOR SOFTWARE DEVELOPMENT AND PROJECT MANAGEMENT TRAINING

☒ MOTION ☐ RESOLUTION ☐ ORDINANCE

RECOMMENDED ACTION

Authorize an amendment to the agreement with Construx Software Builders, Inc., beginning on or after January 25, 2017 to extend the agreement for four years for software training and consulting. This amendment increases the total agreement ceiling by \$300,000 to an amount not to exceed \$390,000.

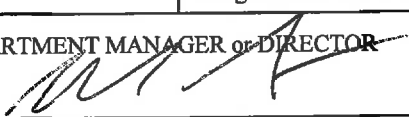

SUMMARY

A one-year agreement with Construx Software Builders, Inc. (Construx) was originally authorized by Board Motion No. 071-16 on April 26, 2016, to support the planning and implementation of District information technology projects. This amendment will ensure that District staff that will be involved in upcoming enterprise software projects, including the replacements of the Human Resources, Finance, and Procurement systems, can receive the same training and course materials that have already been provided to project managers and system administrators.

DISCUSSION

The District has three major software replacement projects under way and several more planned over the next five years. The amended agreement will provide staff training to ensure that projects meet the needs of the users, and are delivered on schedule and within budget. The amendment will allow additional employees to receive the same training as existing staff.

As part of the implementation of the District's Technology Project Management Toolkit, many employees within the District are critical participants in the implementation of information technology projects. Consistent training ensures that all project stakeholders are familiar with the terminology and methodology used, and increases the chances for success on these difficult projects. With new staff coming in and upcoming staff turnover, it is important to provide consistency in training. Training sessions will be requested from the list of Construx's available courses. Optional services may include

Funds Available: FY 17		Budget Code: WSO/251/8523/5231	
DEPARTMENT SUBMITTING Information Systems	DEPARTMENT MANAGER or DIRECTOR  Nicholas J. Irias		APPROVED  General Manager

Contact the Office of the District Secretary with questions about completing or submitting this form.

mentoring and review of District staff work products for feedback. At the end of this agreement term, the District will seek out competition amongst software training and consulting agencies who can provide solutions which align with the best practices of the District at that time.

CONSULTANT SELECTION

Construx was originally selected after staff performed extensive research on potential technical trainers who possessed the capabilities sought by the District. Since April 2016, Construx has provided successful training and consulting, and has mentored dozens of technical and non-technical District staff. These efforts have already proved beneficial to the staff that participated and Construx has garnered positive feedback. The District would like to leverage those initial successes and continue to provide consistent training in a manner that ensures that all staff learn consistent software and project management practices.

SUSTAINABILITY

Economic

Funds are available for this work in the FY17 operating budget. The expected return on investment will be higher quality software projects that require less rework to meet the needs of the District. This return is expected to last longer than the duration of the contract since staff will have gained skills that they can continue to apply. Building these skills into the culture of District software project development will increase the successes of future projects as well.

Social

The completed P-035 and P-061 forms for the Contract Equity Program are attached.

These services are expected to improve communication between the many different departments involved in District software initiatives and to provide District staff with tools to improve software project success.

ALTERNATIVES

Use a different vendor to provide these services. This alternative is not recommended because staff will not receive consistent training. The selected vendor has previously been compared to other vendors and has been consistently chosen based on quality of material, instructor expertise, and value received.

Do not provide these services. This alternative is not recommended because the training and consulting services have already proved to be valuable and will improve the quality of District projects.

Attachments

P-035 – Contract Equity Program Summary
P-061 – Affirmative Action Summary



CONTRACT EQUITY PROGRAM SUMMARY (P-035)

This summary contains information on the contractor's workforce and contract equity participation. (Completed by District)

TITLE (Amendment) Professional Services Agreement Software Project Best Practices Training and Consulting				DATE: January 12, 2016								
CONTRACTOR: Construx Software Builders, Inc. Bellevue, WA 98004 Sole Source/ Small Business				PERCENTAGE OF CONTRACT DOLLARS								
BID/PROPOSER'S PRICE:		FIRM'S OWNERSHIP		Availability Group		Contracting Objectives		Participation				
\$390,000 *		Ethnicity		Gender		White Men		25%		100.0%		
		White		Men		White Women		6%		0.0%		
						Ethnic Minorities		25%		0.0%		
CONTRACT EQUITY PARTICIPATION												
COMPANY NAME		ESTIMATED AMOUNT	ETHNICITY	GENDER		CONTRACTING PARTICIPATION						
				M	W	White-Men	White-Women	Ethnic Minorities	Unclassified	Publicly Held Corp.	Gov't/Non Profit	Foreign
PRIME: Construx Software Builders, Inc.		\$390,000	White	X		100.0%						
SUBS: None												
TOTAL		\$390,000				100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
CONTRACTOR'S WORKFORCE PROFILE (From P-025 Form)												
		White Men		White Women		Ethnic Minorities		Total Employees				
No. of Employees:		13		3		1		17				
Percent of Total Employees:		76.5%		17.6%		5.9%						
MSA Labor Market %:		43.6%		37.6%		18.8%						
MSA Labor Market Location:		Washington										
COMMENTS												
Contract Equity Participation - 100.0% White Men participation												
*Total Not to Exceed \$390,000 = \$90,000 (Original) + \$300,000 (Amendment)												
Workforce Profile & Statement of Nondiscrimination Submitted				Good Faith Outreach Efforts Requirement Satisfied				Award Approval Recommended				
NA				NA								



AGENDA NO.
MEETING DATE

7.
January 24, 2017

**TITLE CHABOT DAM SEISMIC UPGRADE AND UPPER SAN LEANDRO RESERVOIR
TOWER UPGRADE – CONSTRUCTION SUPPORT SERVICES AMENDMENT**

☒ MOTION _____ ☐ RESOLUTION _____ ☐ ORDINANCE _____

RECOMMENDED ACTION



Authorize an amendment to the agreement with Kleinfelder, Inc. beginning on or after January 24, 2017 in an amount not to exceed \$799,798 for construction support services for the Chabot Dam Seismic Upgrade and Upper San Leandro (USL) Reservoir Tower Upgrade projects. The amendment will increase the agreement to a new maximum cost ceiling of \$2,519,798. In awarding this contract, the Board of Directors finds that this work cannot be satisfactorily performed under civil service.

SUMMARY

District staff is performing construction management for the Chabot Dam Seismic Upgrade and USL Reservoir Tower Upgrade projects. Kleinfelder, Inc. is providing supplemental personnel to blend with District staff and support the construction management efforts. Work was originally anticipated to be completed by August 2016. This amendment will provide for continued support from Kleinfelder, Inc. through April 2018.

DISCUSSION

The Board awarded a consultant agreement to Kleinfelder, Inc. on March 8, 2016. This agreement was for construction support services during the Chabot Dam Seismic Upgrade project and the USL Reservoir Tower Upgrade project. The agreement allowed for the consultant to provide supplemental construction support assuming the projects occurred simultaneously and the overall construction duration for the projects would be 18 months. However, delays in permit acquisition and operational and permitting restrictions have delayed the start date and increased the construction cost and duration for the USL Reservoir Upgrade project. Consequently, the overall construction period for the two projects has increased to 25 months, with the USL Reservoir Tower Upgrade project starting one year later than originally planned and continuing for 7 months after the Chabot Dam Seismic Upgrade project is complete. This results in the consultant providing services for a longer period than budgeted in the original agreement and the economy of scale is lost due to the smaller overlap between the two projects.

Funds Available: FY16-17 CIP #000861 Page 12		Budget Code: WSC/570/7999/5231/2009646
DEPARTMENT SUBMITTING Engineering and Construction	DEPARTMENT MANAGER or DIRECTOR  Xavier J. Irias	APPROVED  General Manager

Contact the Office of the District Secretary with questions about completing or submitting this form.

CONSULTANT SELECTION

Kleinfelder, Inc. was originally selected through the District's selection process for consultants engineering and was selected based on their qualifications and ability to provide the necessary expertise to blend with District staff.

SUSTAINABILITY

Economic

Funding for this item is included in the FY16-17 CIP budget for the Dam Seismic Upgrades Project under the Dam Safety Program.

Social

The completed P-035 and P-061 forms for the Contract Equity Program are attached.

Work under this contract is subject to the payment of current prevailing wages according to determinations for each craft as established by the Director of Industrial Relations of the State of California.

Locals 2019 and 21 were notified of this contract amendment on December 27, 2016 and did not raise any specific issues related to this contract.

Environmental

The Environmental Impact Report for this project was certified by the Board on June 10, 2014.

ALTERNATIVES

Perform the work with a different consultant. This alternative is not recommended. The Kleinfelder team has the best qualifications and experience for this project and is already familiar with the project and the District's construction management and inspection team.

Do not authorize agreement. This alternative is not recommended as the Chabot project is already under construction and the USL project is under consideration for award by the Board. Both projects require comprehensive construction management and inspection at all times to ensure their successful completion.

Chabot Dam Seismic Upgrade and Upper San Leandro Reservoir Tower Upgrade – Construction Support
Services Amendment

January 24, 2017

Page 3

Perform the work with District forces. This alternative is not recommended as District staff is not available to cover this work without adversely impacting other construction projects, and cannot perform the specialized inspection needed for some of this work.

Attachments

P-035 – Contract Equity Program Summary

P-061 – Affirmative Action Summary

I:\Sec\2017 Board Related Items\012417 Board Agenda Items\E&C\Chabot Dam Seismic Upgrade and USL Reservoir Tower Upgrade – Construction Support Services Amendment.doc



CONTRACT EQUITY PROGRAM SUMMARY (P-035)

This summary contains information on the contractor's workforce and contract equity participation. (Completed by District)

TITLE (Amendment) Professional Services Agreement Chabot Dam Seismic Upgrade and USL Reservoir Tower Upgrade - Construction Support Services						DATE: January 12, 2017							
CONTRACTOR: Kleinfelder, Inc. Oakland, CA 94612					PERCENTAGE OF CONTRACT DOLLARS								
BID/PROPOSER'S PRICE: \$2,520,000 *					FIRM'S OWNERSHIP Ethnicity: White Gender: Men		White Men 25%		White Women 6%		Ethnic Minorities 25%		
							Participation 66.8%		6.7%		26.5%		
CONTRACT EQUITY PARTICIPATION													
COMPANY NAME	ESTIMATED AMOUNT	ETHNICITY	GENDER		CONTRACTING PARTICIPATION								
			M	W	White-Men	White-Women	Ethnic Minorities	Unclassified	Publicly Held Corp.	Gov't/Non Profit	Foreign		
PRIME: Kleinfelder, Inc. \$1,620,565 White X 64.3%													
SUBS: A3GEO, Inc. \$135,040 White X 5.4%													
GrandView Services, LLC. \$12,635 White X 0.5%													
Strategy Driver, Inc. \$20,000 White X 0.8%													
Robert Y Chew Geotechnical, Inc. \$27,180 Asian/ Pacific X 1.1%													
Global Diving & Salvage, Inc. \$28,200 White X 1.1%													
Cooper Pugeda Mgmt., Inc. \$612,228 Asian/ Pacific X 24.3%													
Chaudhary & Associates, Inc. \$29,172 Asian/ Pacific X 1.2%													
Environmental Science Associates, Inc. \$34,980 White X 1.4%													
TOTAL					\$2,520,000		66.8%	6.7%	26.5%	0.0%	0.0%	0.0%	0.0%
CONTRACTOR'S WORKFORCES PROFILE (From P-025 Form)													
		White Men		White Women		Ethnic Minorities		Total Employees					
No. of Employees:		911		360		313		1,584					
Percent of Total Employees:		57.5%		22.7%		19.8%							
MSA Labor Market %:		39.0%		33.7%		27.2%							
MSA Labor Market Location:		Total USA											
COMMENTS													
Contract Equity Participation - 66.8% White Men, White Women 6.7%, and 26.5% Ethnic Minority participation.													
*Total Not to Exceed \$2,520,000 = \$1,720,000 (Original) + \$800,000 (Amendment)													
Workforce Profile & Statement of Nondiscrimination Submitted					Good Faith Outreach Efforts Requirement Satisfied					Award Approval Recommended			
NA					NA								



AFFIRMATIVE ACTION SUMMARY (P-061)

(Completed by District)

This summarizes information provided by the contractor(s) P-025 Form regarding their workforce.

Title: Chabot Dam Seismic Upgrade and USL Reservoir Tower Upgrade - Construction Support Services		Ethnic Minority Percentages From U.S. Census Data							
			B	H	A/PI	AI/AN	TOTAL		
		National	10.5	10.7	3.7	0.7	27.3		
Professional Services Agreement DATE: 1/12/2017		9 Bay Area Counties	5.5	16.2	14.2	0.4	39.9		
		Alameda/CC Counties	10.7	15.6	15.4	0.5	46.2		
R=Recmmd P=Prime S=Sub	Composition of Ownership	Number of Ethnic Minority Employees							
Company Name, Owner/Contact Person, Address, and Phone Number		B	H	A/PI	AI/AN	TOTAL	PERCENT	MSA %	
RP	WM - LBE	Company Wide	32	132	97	18	279	17.6%	27.2%
Kleinfelder, Inc. Craig Hall 1330 Broadway Suite 1200 Oakland, CA 94612 (510) 628-9000		Manager/Prof	19	67	70	12	168	15.5%	
		Technical/Sales	12	42	12	5	71	20.3%	
		Clerical/Skilled	1	23	15	1	40	26.3%	
		Semi/Unskilled	0	0	0	0	0	0.0%	
		Bay Area	7	4	11	0	22	26.2%	39.9%
		AA Plan on File:	NA		Date of last contract with District:		9/10/2015		
		Co. Wide MSA:	Total USA		# Employees-Co. Wide:		1,584	Bay Area: 84	
S	WW - L/SBE	Company Wide	0	0	1	0	1	20.0%	53.9%
A3GEO, Inc. Dona Mann 1331 Seventh St., Unit E. Berkeley, CA 94710		Manager/Prof	0	0	1	0	1	20.0%	
		Technical/Sales	0	0	0	0	0	0.0%	
		Clerical/Skilled	0	0	0	0	0	0.0%	
		Semi/Unskilled	0	0	0	0	0	0.0%	
		Bay Area	0	0	1	0	1	20.0%	39.9%
Area Code & Phone Number		Co. Wide MSA:	Alameda County		# Employees-Co. Wide:		5	Bay Area: 5	
S	WW - LBE	Company Wide	0	0	0	0	0	0.0%	39.9%
GrandView Services, LLC Helleven Gregory 208 Sequoia Ave. Walnut Creek, CA 94595 (925) 932-6305		Manager/Prof	0	0	0	0	0	0.0%	
		Technical/Sales	0	0	0	0	0	0.0%	
		Clerical/Skilled	0	0	0	0	0	0.0%	
		Semi/Unskilled	0	0	0	0	0	0.0%	
		Bay Area	0	0	0	0	0	0.0%	39.9%
		Co. Wide MSA:	9 Bay Area Counties		# Employees-Co. Wide:		3	Bay Area: 3	
S	WW - LBE	Company Wide	0	0	0	0	0	0.0%	53.9%
Strategy Driver, Inc. Ellen M. Cross 7015 Elverton Drive Oakland, CA 94611 (510) 396-9657		Manager/Prof	0	0	0	0	0	0.0%	
		Technical/Sales	0	0	0	0	0	0.0%	
		Clerical/Skilled	0	0	0	0	0	0.0%	
		Semi/Unskilled	0	0	0	0	0	0.0%	
		Bay Area	0	0	0	0	0	0.0%	39.9%
		Co. Wide MSA:	Alameda County		# Employees-Co. Wide:		1	Bay Area: 1	
S	EMM: A/PI - L/SBE	Company Wide	0	0	3	0	3	50.0%	39.9%
Robert Y Chew Geotechnical, Inc. Robert Chew 55 New Montgomery Street, Ste 222 San Francisco, CA 94105 (415) 512-1881		Manager/Prof	0	0	2	0	2	40.0%	
		Technical/Sales	0	0	0	0	0	0.0%	
		Clerical/Skilled	0	0	1	0	1	100.0%	
		Semi/Unskilled	0	0	0	0	0	0.0%	
		Bay Area	0	0	2	0	2	33.3%	39.9%
		Co. Wide MSA:	9 Bay Area Counties		# Employees-Co. Wide:		6	Bay Area: 6	
S	WM	Company Wide	2	1	0	0	3	11.5%	47.6%
Global Diving & Salvage, Inc. John Graham 1080 Nimitz Ave., Ste 440 Vallejo, CA 94592 (707) 564-6810		Manager/Prof	0	0	0	0	0	0.0%	
		Technical/Sales	0	0	0	0	0	0.0%	
		Clerical/Skilled	0	0	0	0	0	0.0%	
		Semi/Unskilled	2	1	0	0	3	33.3%	
		Bay Area	2	1	0	0	3	11.5%	39.9%
		Co. Wide MSA:	Solano County		# Employees-Co. Wide:		26	Bay Area: 26	

WM=White Male, WW=White Women, EM=Ethnic Minority (Ethnicities: B=Black, H=Hispanic, A/PI=Asian/Pacific Islander, and AI/AN=American Indian/Alaskan Native)



AFFIRMATIVE ACTION SUMMARY (P-061)

(Completed by District)

This summarizes information provided by the contractor(s) P-025 Form regarding their workforce.

Title: Chabot Dam Seismic Upgrade and USL Reservoir Tower Upgrade - Construction Support Services			Ethnic Minority Percentages From U.S. Census Data							
				B	H	A/PI	AI/AN	TOTAL		
			National	10.5	10.7	3.7	0.7	27.3		
Professional Services Agreement			DATE: 1/12/2017	9 Bay Area Counties		5.5	16.2	14.2	0.4	39.9
				Alameda/CC Counties		10.7	15.6	15.4	0.5	46.2
R=Recmmd P=Prime S=Sub	Composition of Ownership	Number of Ethnic Minority Employees								
Company Name, Owner/Contact Person, Address, and Phone Number				B	H	A/PI	AI/AN	TOTAL	PERCENT	MSA %
S	EMM:A/PI - SBE	Company Wide	1	5	13	0	19	41.3%	48.4%	
Cooper Puggeda Mgmt., Inc. Ismael Puggeda 65 McCoppin St. San Francisco, CA 94103 (415) 543-6515		Manager/Prof	1	1	10	0	0	35.3%		
		Technical/Sales	0	2	1	0	0	100.0%		
		Clerical/Skilled	0	2	2	0	0	44.4%		
		Semi/Unskilled	0	0	0	0	0	0.0%		
		Bay Area	1	5	9	0	15	42.9%	39.9%	
		Co. Wide MSA: California	# Employees-Co. Wide: 46				Bay Area: 35			
S	EMM:A/PI - SBE	Company Wide	0	3	11	0	14	34.1%	48.4%	
Chaudhary & Associates, Inc. Arvin Chaudhary 211 Gateway Road West #204 Napa, CA 94588 (707) 255-2729		Manager/Prof	0	1	8	0	9	64.3%		
		Technical/Sales	0	1	3	0	4	18.2%		
		Clerical/Skilled	0	1	0	0	1	20.0%		
		Semi/Unskilled	0	0	0	0	0	0.0%		
		Bay Area	0	2	8	0	10	31.3%	39.9%	
		Co. Wide MSA: California	# Employees-Co. Wide: 41				Bay Area: 32			
S	WM	Company Wide	9	33	39	3	84	20.1%	27.2%	
Environmental Science Associates, Inc. Alisa Moore 550 Kearny Ste. 800 San Francisco, CA 94108 (415) 896-5900		Manager/Prof	4	29	22	3	58	15.8%		
		Technical/Sales	0	0	6	0	6	40.0%		
		Clerical/Skilled	5	4	11	0	20	54.1%		
		Semi/Unskilled	0	0	0	0	0	0.0%		
		Bay Area	3	9	17	0	29	21.5%	39.9%	
		Co. Wide MSA: Total USA	# Employees-Co. Wide: 418				Bay Area: 135			
P	EMW: A/PI - SBE	Company Wide	1	5	6	0	12	35.3%	48.4%	
Consolidated CM, Inc. Lang Scoble 180 Grand Avenue #1520 Oakland, CA 94612 (510) 208-1720		Manager/Prof	1	1	4	0	6	26.1%		
		Technical/Sales	0	3	0	0	3	60.0%		
		Clerical/Skilled	0	1	2	0	3	50.0%		
		Semi/Unskilled	0	0	0	0	0	0.0%		
		Bay Area	1	5	6	0	12	36.4%	39.9%	
		Co. Wide MSA: California	# Employees-Co. Wide: 34				Bay Area: 27			

WM=White Male, WW=White Women, EM=Ethnic Minority (Ethnicities: B=Black, H=Hispanic, A/PI=Asian/Pacific Islander, and AI/AN=American Indian/Alaskan Native)



AGENDA NO.
MEETING DATE

8.
January 24, 2017

TITLE BAY AREA REGIONAL RELIABILITY WATERSMART GRANT APPLICATION

☐ MOTION ☒ RESOLUTION ☐ ORDINANCE

RECOMMENDED ACTION

Approve a resolution authorizing the District to submit an application for a WaterSMART Drought Resiliency Grant to fund the Bay Area Regional Reliability (BARR) Regional Exchange Demonstration Project.



SUMMARY

On June 24, 2015, the District signed a Memorandum of Agreement (MOA) with seven other Bay Area water agencies for preparation of the BARR Drought Contingency Plan (Plan). The Plan, currently in development, will evaluate how water supply, water exchange, water treatment, and intertie projects can build drought resiliency for the Bay Area. A portion of the plan cost, \$200,000, is being funded by the U.S. Bureau of Reclamation (Reclamation) through a WaterSMART Drought Contingency Planning grant. The agencies are seeking additional funding for the next phase of the BARR effort, to help support a Regional Exchange Demonstration Project. Up to \$750,000 is available through Reclamation's WaterSMART Drought Response Program: Drought Resiliency Projects for Fiscal Year 2017. The District has been asked to submit an application on behalf of the agencies, and in order to apply, Reclamation requires that the District's Board authorize the grant application.

DISCUSSION

In the spring of 2014, EBMUD, Contra Costa Water District, Santa Clara Valley Water District, the San Francisco Public Utilities Commission, Zone 7 Water Agency, Alameda County Water District, Marin Municipal Water District, and the Bay Area Water Supply and Conservation Agency (BAWSCA) adopted the BARR Principles to guide them in working together to improve water supply reliability through development of projects with regional water supply benefit.

To further this mission, the agencies executed an MOA in 2015 under which each agency committed \$50,000 to support development of the Plan. An additional \$200,000 was obtained from Reclamation via the WaterSMART grant program, with the District serving as the grant administrator on behalf of the partner agencies.

Funds Available: FY17		Budget Code: WSC/WNR/455/2010705
DEPARTMENT SUBMITTING Water and Natural Resources	DEPARTMENT MANAGER or DIRECTOR  Richard G. Sykes	APPROVED  General Manager

Contact the Office of the District Secretary with questions about completing or submitting this form.

The Plan, currently in development, will describe how certain water supply, water exchange, water treatment, intertie projects, and desalination concepts can be integrated to improve drought resiliency for the Bay Area. One of the projects identified in the draft Plan that could provide regional benefits is a Regional Exchange Demonstration Project. The goal of the proposed project would be to demonstrate and test the capability of existing Bay Area infrastructure to divert water from the Sacramento River, using the Freeport facilities, to potential water exchange partners in the Bay Area. A one-time exchange of up to 5,000 acre-feet of water would be negotiated and executed.

In November 2016, Reclamation announced a new round of WaterSMART grant funding for fiscal year 2017 to support projects that can increase water management flexibility, thereby making the water supply more resilient. Reclamation is offering cost-shared funding up to \$750,000 for projects that can be completed within three years. The BARR partner agencies are interested in pursuing grant funding to support implementation of the Regional Exchange Demonstration Project. The District would serve as the grant administrator and contracting agency for the project on the behalf of the partner agencies. The proposed resolution would authorize the District to take all actions necessary to submit a grant application to request a \$750,000 WaterSMART Drought Resiliency grant and to submit, as part of the application, a certified copy of the resolution granting authorization.

SUSTAINABILITY

Economic

The District's share of the costs to prepare the application and implement a grant-funded transfer is estimated to be less than \$40,000 payable over several years. These funds are included in the FY17 operating budget for the BARR project. Subject to future negotiations on the Regional Exchange Demonstration Project, the District may receive revenue for use of Freeport and other water system facilities for conveyance and treatment.

Social

This project will lead to greater regional collaboration and cooperation through the BARR effort.

Environmental

By using existing facilities, this project could promote greater regional water supply reliability during droughts while avoiding the impacts of new construction. The Regional Exchange Demonstration Project will be subject to applicable state and federal environmental regulations.

ALTERNATIVE

Do not authorize EBMUD to apply for grant funding. This alternative is not recommended because the proposed project would support greater water supply reliability for the entire Bay Area.

RESOLUTION NO. _____

AUTHORIZING APPLICATION TO THE UNITED STATES DEPARTMENT OF THE
INTERIOR, BUREAU OF RECLAMATION FOR A WATERSMART DROUGHT
RESILIENCY GRANT TO FUND THE BAY AREA REGIONAL RELIABILITY
REGIONAL EXCHANGE DEMONSTRATION PROJECT

Introduced by Director

; Seconded by Director

WHEREAS, the United States Department of the Interior, Bureau of Reclamation (Reclamation), as part of the WaterSMART Program, is offering cost-shared funding to support the development of Drought Resiliency Projects and has issued Funding Opportunity Announcement Number BOR-DO-17-F010 (the FOA) stating the requirements and terms for receiving a WaterSMART Drought Resiliency Project Grant; and

WHEREAS, on May 27, 2014, the Board of Directors of the East Bay Municipal Utility District (EBMUD) adopted the Bay Area Regional Reliability Principles (BARR Principles) which expressed EBMUD's commitment to work cooperatively with seven other Bay Area water agencies (BARR Partner Agencies or Parties) to develop regional solutions to improve the water supply reliability for the over 6 million area residents and the thousands of businesses and industries located in the area; and

WHEREAS, the BARR Principles encourage BARR Partner Agencies to work cooperatively in the pursuit of short and long-term water supply projects and to maximize the use of existing infrastructure to help achieve region-wide water supply reliability; and

WHEREAS, in 2015 the BARR Partner Agencies executed a Memorandum of Agreement to develop a Drought Contingency Plan (DC Plan) to describe how certain water supply, water exchange, water treatment, intertie projects, and desalination concepts can be integrated to improve drought resiliency in the Bay Area; and

WHEREAS, one of the projects identified in the draft DC Plan is a Regional Exchange Demonstration Project to demonstrate and test the capability of existing Bay Area infrastructure to divert water from the Sacramento River, using the Freeport Facilities, to potential exchange partners; and

WHEREAS, EBMUD's Board of Directors acknowledges and supports EBMUD's proposal to serve as the grant applicant and contracting entity on behalf of the BARR Partner Agencies in their combined efforts to complete the Regional Exchange Demonstration Project in response to the FOA; and

WHEREAS, the proposed Regional Exchange Demonstration Project is currently in the planning phase and has not yet been sufficiently defined to allow for analysis under the California Environmental Quality Act (CEQA) and, further, the application for Reclamation grant funding is a type of government fiscal activity that does not constitute a project under CEQA as per CEQA Guideline section 15378(b)(4), and further, the application for Reclamation grant funding does not

commit EBMUD to a definite course of action regarding the Regional Exchange Demonstration Project; and

WHEREAS, the FOA specifies that grant awards will not exceed 50% of the total project costs, with a requirement for local cost share of 50% or more. Reclamation is offering up to \$750,000 per project under this FOA;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the East Bay Municipal Utility District does hereby authorize the General Manager to take all actions necessary to submit a grant application to Reclamation to request a \$750,000 WaterSMART Drought Resiliency Grant, in a form approved by the Office of General Counsel, to help fund the Regional Exchange Demonstration Project and to submit as part of the application, as required, a certified copy of this Resolution as evidence of such authorization.

BE IT FURTHER RESOLVED that if East Bay Municipal Utility District is offered such grant funding from Reclamation, the General Manager shall review the terms and conditions of the funding agreement and, subject to the approval of the agreement as to form by the Office of General Counsel, the General Manager is hereby authorized to execute said funding agreement and accept the funds.

ADOPTED this 24th day of January, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President

ATTEST:

Secretary

APPROVED AS TO FORM AND PROCEDURE:

General Counsel

ITEM 9

LEGISLATIVE UPDATE

WILL BE PROVIDED
AS AN ORAL REPORT



AGENDA NO. 10.
MEETING DATE January 24, 2017

TITLE BRIONES AQUEDUCT SLIDE DECLARATION OF EMERGENCY

☐ MOTION ☒ RESOLUTION ☐ ORDINANCE

RECOMMENDED ACTION

Ratify the General Manager's January 13, 2017 declaration of a District emergency in accordance with Policy 7.03 as a result of a storm-induced slide in Orinda threatening the structural integrity of the Briones Aqueduct with possible resultant major damage to public safety, the environment, and the District's water facilities.

SUMMARY

Following continued wet weather during the week of January 9th, the District identified a significant storm-induced slide on San Pablo Creek adjacent to the Briones Aqueduct. With further storm events projected the following week, a District emergency was declared on January 13, 2017 pursuant to District Policy 7.03 to address the slide and secure the integrity of this critical aqueduct. The Briones Aqueduct is a critical raw water pipeline used to fill Briones Reservoir and deliver raw water from the reservoir to the treatment plants east of the hills. Timely repair of the slide was necessary to protect the aqueduct, San Pablo Creek, and the public.

The General Manager, in consultation with the Board President, declared the Briones Aqueduct Slide Repairs Emergency in accordance with Policy 7.03, Emergency Preparedness/Business Continuity. The Policy authorizes suspension of the competitive bid process and allows the award of contracts not to exceed \$350,000, per contract. It further requires that the General Manager report to the Board of Directors all expenditures made and contracts awarded in response to the emergency declaration.

DISCUSSION

The Briones Aqueduct is a buried 90-inch diameter pipeline that conveys water between Briones Reservoir and the Orinda Water Treatment Plant, and is a critical component of the District's water system. Over the years, the creek flow had undermined a section of a slope along the aqueduct alignment. Drilled piers were installed in 2012 to protect the Aqueduct as the first phase of repairs. The subsequent construction phase to protect the slope from continued erosion was delayed while waiting for regulatory

Funds Available FY: 17		Budget Code: WSG/562/2007559/7999/5312
DEPARTMENT SUBMITTING Operations and Maintenance	DEPARTMENT MANAGER or DIRECTOR <i>Eileen M. White</i> Eileen M. White	APPROVED <i>Susan R. Cumb</i> General Manager

Contact the Office of the District Secretary with questions about completing or submitting this form.

permits and was scheduled to be completed in the summer of 2017. In the meantime, the recent storms in early January caused additional progressive sliding that needed to be repaired immediately to prevent further movement and potential failure of the Aqueduct.

Since the emergency declaration, the District issued a Notice to Proceed to Dutra Materials to furnish and deliver 2,900 tons of ¼-ton riprap to the Briones Aqueduct site for a cost not to exceed \$335,000 and to the Dutra Group to install up to 2,900 tons of riprap to prevent further erosion and undermining of the Briones Aqueduct for a cost not to exceed \$185,000. Dutra Materials was selected because the rock quarry is the closest quarry with the specified rock to the District's Briones Aqueduct. The Dutra Group was selected because they had all the resources and equipment available, and were willing to work through the weekend to complete the work prior to forecasted storms.

The District will have the final materials and costs after completion of the slide repair. Staff will provide an update at the January 24, 2017 Board meeting.

FISCAL IMPACT

The repair costs are estimated at about \$400,000 to \$500,000 and funds are available in the FY17 budget.

RESOLUTION NO. _____

RESOLUTION RATIFYING GENERAL MANAGER'S DECLARATION OF THE
EXISTENCE OF AN EAST BAY MUNICIPAL UTILITY DISTRICT EMERGENCY

Introduced by Director

; Seconded by Director

WHEREAS Resolution No. 32721, as amended by Policy 7.03, "Emergency Preparedness/Business Continuity" in Resolution No. 33904-12, empowers the General Manager, in consultation with the President of the Board of Directors, to declare an East Bay Municipal Utility District ("District") emergency when the District is affected or likely to be affected by a condition of disaster or extreme peril to critical District operations, facilities and/or the health and safety of staff or the public; and

WHEREAS upon declaration of a District emergency under Policy 7.03, the District may enter into emergency contracts not to exceed \$350,000 per contract, without bids or notice, in order to address the emergency; and

WHEREAS commencing on or about January 13, 2017, a storm-induced land slide in Orinda threatened to impact the Briones Aqueduct; and

WHEREAS the Briones Aqueduct is a major transmission pipeline that can deliver up to 60 million gallons per day to the Briones Reservoir; and

WHEREAS damage to the Briones Aqueduct caused by the landslide could cause a severe impact on the District's ability to operate its water system and could necessitate millions of dollars in repairs; and

WHEREAS on January 13, 2017, in order to stabilize the landslide and prevent impacts to the Briones Aqueduct, the General Manager, in consultation with the Board President, declared the existence of a District emergency at the site of the landslide impacting the Briones Aqueduct; and

WHEREAS Policy No. 7.03, "Emergency Preparedness/Business Continuity" provides that following the General Manager's declaration of a District emergency, the Board shall meet to ratify the General Manager's declaration as soon as possible after the declaration, but no later than 14 days following such declaration; and

WHEREAS the Board of Directors does hereby find that the conditions stated above did warrant and necessitate the proclamation of the existence of a District emergency; and

WHEREAS a report has been made to the Board of Directors summarizing all expenditures made and contracts executed in response to said emergency in compliance with Policy No. 7.03; and

WHEREAS periodic reports shall be generated at the direction of the Board of Directors until the emergency is concluded in compliance with Policy No. 7.03;

NOW, THEREFORE, BE IT RESOLVED that the declaration of a District emergency, as issued by the General Manager, is hereby ratified by the Board of Directors.

ADOPTED this 24th day of January, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President

ATTEST:

Secretary

APPROVED AS TO FORM AND PROCEDURE

General Counsel

{00013519;1}

EAST BAY MUNICIPAL UTILITY DISTRICT

DATE: January 19, 2017

MEMO TO: Board of Directors

FROM: Alexander R. Coate, General Manager *ARC*

SUBJECT: Board's Annual Review of Directors' Compensation

INTRODUCTION

As part of Board Motion No. 011-14 approving a salary increase for EBMUD Directors, the Board voted to conduct an annual review of its compensation during the first Board meeting of the calendar year and to use the staff salary adjustment information from the prior year as the basis for the Board's discussion. At the request of the Board, this item was placed on the agenda for discussion during the January 24, 2017 Finance/Administration Committee meeting and has been placed on the January 24, 2017 Regular meeting agenda to allow deliberation on an adjustment to the Board's salary.

DISCUSSION

The Municipal Utility District Act (MUD Act) authorizes an annual adjustment to the salary of Directors of not more than 5 percent for each calendar year following the effective date of the last adjustment.

The Board last voted to adjust its compensation on January 12, 2016, with an effective date of February 1, 2016. The adjustment was in the amount of \$32 (2.7 percent) to \$1,218 per month.

The 2016 general salary increase received by District staff effective April 18, 2016 was 3.7 percent.

A 2017 adjustment of \$45 per month (3.7 percent) would change monthly compensation from \$1,218 to \$1,263. If the Board chooses to consider a 3.7 percent adjustment to the monthly salary of the Board of Directors, a sample motion for doing so is shown below.

Motion: I move that, effective February 1, 2017, the Board's monthly compensation be increased by \$45 per month or 3.7 percent, which will result in the Board's monthly compensation changing from \$1,218 to \$1,263.

ARC:LB:rdw

ITEM 12


BOARD SUCCESSION PLAN

WILL BE PROVIDED
AS AN ORAL REPORT

EAST BAY MUNICIPAL UTILITY DISTRICT

DATE: January 19, 2017

MEMO TO: Board of Directors

FROM: Laura Brunson, Manager of Human Resources 

SUBJECT: Appoint Ad Hoc Committee to Negotiate Amendments to Employment Agreements with General Manager and General Counsel

On January 24, 2017, the Board will be meeting in closed session to conduct a performance evaluation of the General Manager and General Counsel. During the Board's regular meeting on January 24, it is recommended that consistent with past practice, the Board appoint three members of the Board to serve on an ad hoc committee as the Board's representatives in negotiating any amendments to the employment agreements with the General Manager and the General Counsel. The Board can provide instructions to the ad hoc committee at the Board's next closed session meeting on February 14, 2017, in accordance with Government Code section 54957.6.

LB:rdw

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ITEM 12

WATER SUPPLY UPDATE

WILL BE PROVIDED
AS AN ORAL REPORT

EAST BAY MUNICIPAL UTILITY DISTRICT

DATE: January 19, 2017

MEMO TO: Board of Directors

THROUGH: Alexander R. Coate, General Manager *ARC*

FROM: Lynelle M. Lewis, Secretary of the District *Lynelle*

SUBJECT: Planning Committee Minutes – January 10, 2017

Director Marguerite Young called to order the Planning Committee in the Training Resource Center at 9:02 a.m. Director Lesa R. McIntosh was present at roll call and Chair Doug Linney arrived at 9:05 a.m. Staff present included: General Manager Alexander R. Coate, General Counsel Craig S. Spencer, Director of Wastewater Bennett K. Horenstein, Director of Operations and Maintenance Michael J. Wallis, Manager of Wastewater Treatment Maura A. Bonnarens, Manager of Water Quality Rick Sakaji, Special Assistant to the General Alison A. Kastama, and Secretary of the District Lynelle M. Lewis.

Public Comment. None.

West County Wastewater District Recycled Water Supply Agreement. Manager of Wastewater Treatment Maura A. Bonnarens presented an update on proposed terms for the new agreement with West County Wastewater District (WCWD) for recycled water. She reported that over the past two years, effluent from WCWD's plant had sustained high ammonia and turbidity levels. To maintain recycled water delivery to Chevron, the District has had to blend potable water with treated recycled water and increase chlorine to oxidize ammonia. To address these water quality concerns, WCWD began construction of significant upgrades at its plant in May 2016 to produce a more consistent and reliable effluent water quality from its Water Pollution Control Plant. Completion of the upgrade project is expected in late spring 2017.

Ms. Bonnarens said the District and WCWD staff have reached consensus on draft terms for a new agreement for recycled water costs. Per the draft terms, the District will pay WCWD the additional power and chemical costs incurred by WCWD to treat to a higher level water quality than that required by WCWD's existing National Pollutant Discharge Elimination System permit. Payment will be made on a monthly basis and only if the ammonia concentration of the effluent delivered by WCWD meets specified requirements for that month. Although the proposed monthly payment is higher than the current agreement, the savings in chemicals required at the District's North Richmond plant due to the improved effluent water quality provided will result in a net decrease in overall operating costs.

Staff will coordinate a meeting with both agencies' Board representatives to discuss the new draft terms. Following the joint Board meeting, staff will work with WCWD staff to finalize the new agreement for presentation and approval by the Boards of both agencies. The Committee urged staff to keep them apprised of upcoming meeting dates with the WCWD Board.

EBMUD's Lead in Drinking Water Plans. Manager of Water Quality Rick Sakaji presented information on the District's current efforts to address lead in drinking water. He reported that since the late 1980s, the District has maintained an ongoing program to replace all lead water service laterals (services). In the 2000s, the District successfully pushed to have lead removed from plumbing faucets and fixtures at the state and national level. With the promulgation of the Lead and Copper Rule (LCR) in 1989, the District conducted a corrosion control study which confirmed the suitability of the District's corrosion control practices. The District has been in compliance with the LCR since 1992 and will conduct compliance sampling in 2017.

Mr. Sakaji also reported on the customer tap sampling program planned for implementation in 2017 and development of an electronic record system to track lead service lines. Additionally, staff is evaluating plans to address an upcoming state requirement to perform lead testing in drinking water for K-12 schools. Next steps include selecting a contractor for the customer tap sampling program, continuing with the lead service line replacement program, and waiting for the release of a permit amendment before initiating a lead drinking water sampling program for K-12 schools.

Mr. Sakaji also reported on the District's December 2016 response to local news reports regarding elevated blood lead levels in children in the Fruitvale area of Oakland. Though early media reports identified drinking water as the source for this public health concern, the media subsequently clarified that the lead exposure originated from deteriorating lead paint and soils. The District offered free lead sampling of customer's water in this area and 12 customers requested sampling. These samples will be analyzed using the District's own laboratory and results are expected in two weeks. District staff issued media advisories and coordinated outreach with the Alameda County Public Health Department and the City of Oakland.

There was discussion about the District's course of action when a house service line tests positive for lead. Staff explained that EBMUD will work with customers to find options to replace their plumbing. The Committee suggested including updates on lead sampling programs in upcoming state legislative briefings.

Adjournment. Director Linney adjourned the meeting at 9:35 a.m.

EAST BAY MUNICIPAL UTILITY DISTRICT

DATE: January 19, 2017

MEMO TO: Board of Directors

THROUGH: Alexander R. Coate, General Manager *ARC*

FROM: Lynelle M. Lewis, Secretary of the District *Lynelle*

SUBJECT: Legislative/Human Resources Committee Minutes – January 10, 2017

Chair William B. Patterson called to order the Legislative/Human Resources Committee at 9:50 a.m. in the Training Resource Center. Directors John A. Coleman and Marguerite Young were present at roll call. Staff present included: General Manager Alexander R. Coate, General Counsel Craig S. Spencer, Manager of Legislative Affairs Marlaigne K. Dumaine, Manager of Human Resources Laura A. Brunson, Manager of Employee and Organizational Development Derry L. Moten, Special Assistant to the General Manager Alison A. Kastama, and Secretary of the District Lynelle M. Lewis.

Public Comment. None.

Federal Legislative Initiatives for 2017. Manager of Legislative Affairs Marlaigne K. Dumaine summarized the proposed federal legislative initiatives for 2017 which focus on: 1) advancing EBMUD's interests in the context of protecting EBMUD's Mokelumne water rights, EBMUD's water supply reliability, and the Mokelumne fishery; 2) seeking federal funding opportunities for EBMUD projects via any new and existing federal programs; and 3) continuing to investigate federal efforts to promote healthy forests and watersheds, and identifying opportunities for EBMUD to engage in these efforts. Committee members offered suggestions relating to funding opportunities for water infrastructure projects, healthy forest initiatives, and the impact of the Water Infrastructure Improvements for the Nation Act on EBMUD's water supply. Ms. Dumaine said that staff will be following these issues and keep the Board apprised. Directors Young and Coleman noted that they would be traveling to Washington, D.C. in the next couple months and would be glad to meet with the EBMUD delegation to discuss legislative priorities. It was moved (Coleman), seconded (Young), and carried (3-0) to forward the proposed federal legislative initiatives for 2017 to the full Board for consideration at the afternoon meeting.

EBMUD and Peralta College Partnership for Workforce Development. Manager of Employee and Organizational Development Derry L. Moten presented an update on a partnership with the Peralta Community College District. This partnership would advance the District's workforce development goal of "creating an environment that attracts, retains, and engages a high performing diverse workforce" and the strategy to develop employees to meet future workforce demands. Beginning in July 2016, District staff and representatives from Peralta began discussions on collaboration and a partnership in workforce development. The District and Peralta have partnered and identified opportunities to advance this goal.

In August 2016, the District and Peralta made a series of presentations to staff on the topic of “Options for returning to school.” Feedback from staff was positive with over 100 staff indicating a strong interest in attending college. The feedback revealed two significant roadblocks for employees to continue their education. The first is the economic challenge of paying upfront tuition costs until the District reimburses after successful course completion. The second is the inability of staff to attend classes at the college campus since many employees commute out of the area. To address these roadblocks, staff is evaluating two potential solutions. The first is a no interest tuition loan program similar to the computer purchase and emergency preparedness loan programs. The no interest loans would be administered as part of the tuition reimbursement program. Participating employees would agree to pay back all funds loaned in the event the employee does not satisfactorily complete their educational program with a grade “C” or better. If the employee satisfactorily completes their educational program, then they would not need to repay the loan. Mr. Moten introduced Meter Reader Carleton Royal who presented the concept to Operations and Maintenance Manager Clifford Chan.

The second solution is an onsite cohort learning program at the District, facilitated by Laney College. The program is proposed to commence in Fall 2017 and consists of a variety of classes that would enable staff to earn between 18-30 college-level units. The program would include a combination of general education, business management, and technical courses, with the intent of preparing participants for promotional opportunities. The ability for staff to participate at a District facility creates a strong opportunity for many employees to participate. A formal Memorandum of Understanding with Peralta will be brought to the Board for consideration in June 2017. Staff will also work on curriculum development for the cohort learning program.

Committee members asked questions and expressed their support for the concept.

Adjournment. Chair Patterson adjourned the meeting at 10:22 a.m.

ARC/LML

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