



STANISLAUS REGIONAL WATER AUTHORITY

156 S Broadway, Ste. 230, Turlock, CA 95380

209-668-5540 (p) 209-668-5668 (f)

Board Meeting Agenda

March 24, 2016

10:00 a.m.

2nd Floor – Yosemite Conference Room

156 S. Broadway, Turlock CA

NOTICE REGARDING NON-ENGLISH SPEAKERS: The Stanislaus Regional Water Authority (SRWA) meetings are conducted in English and translation to other languages is not provided. Please make arrangements for an interpreter if necessary.

EQUAL ACCESS POLICY: If you have a disability which affects your access to public facilities or services, please contact the Board Secretary. The Board is committed to taking all reasonable measures to provide access to its facilities and services. Please allow sufficient time for the Board to process and respond to your request.

NOTICE: Pursuant to California Government Code Section 54954.3, any member of the public may directly address the Stanislaus Regional Water Authority Board on any item appearing on the agenda, including Consent Calendar and Scheduled items, before or during the Board's consideration of the item.

AGENDA PACKETS: Prior to the Stanislaus Regional Water Authority Board meeting, a complete Agenda Packet is available for review on the SRWA's website at www.stanrwa.org and in the Board Secretary's Office at 156 S. Broadway, Suite 230, Turlock, during normal business hours. Materials related to an item on this Agenda submitted to the Board after distribution of the Agenda Packet are also available for public inspection in the Board Secretary's Office. Such documents may be available on the SRWA's website subject to staff's ability to post the documents before the meeting.

1. **A. CALL TO ORDER**

2. **PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, ANNOUNCEMENTS & PRESENTATIONS:** None

3. **A. SPECIAL BRIEFINGS:** None

- B. STAFF UPDATES**
 1. Interim General Manager Updates (*Brinton*)
 - Interest in Participation letters
 - Site tours/visits

 2. Finance Director Report (*Jacobs-Hunter*)

C. CONSULTANT UPDATES: None

D. PUBLIC PARTICIPATION

This is the time set aside for members of the public to directly address the Stanislaus Regional Water Authority Board on any item of interest to the public that is within the subject matter jurisdiction of the SRWA and to address the Board on any item on the agenda, including Consent Calendar items. You will be allowed five (5) minutes for your comments. If you wish to speak regarding an item on the agenda, you may be asked to defer your remarks until the Board addresses the matter.

No action or discussion may be undertaken on any item not appearing on the posted agenda, except that the Board may refer the matter to staff or request it be placed on a future agenda.

4. DECLARATION OF CONFLICTS OF INTEREST AND DISQUALIFICATIONS

5. CONSENT CALENDAR

Information concerning the consent items listed hereinbelow has been forwarded to each Board member prior to this meeting for study. Unless the Chair, a Board member or member of the audience has questions concerning the Consent Calendar, the items are approved at one time by the Board. The action taken by the Board in approving the consent items is set forth in the explanation of the individual items.

- A. *Motion:* Accepting minutes of Regular Meeting of February 11, 2016, Special Meeting of February 26, 2016 (SSJID), and Special Meeting of February 26, 2016 (MID)

6. PUBLIC HEARINGS: None

7. SCHEDULED MATTERS

- A. Request to select a consultant to provide Program Management Services for the Stanislaus Regional Water Authority (SRWA) to facilitate the development of the Regional Surface Water Supply Project and authorize negotiations to formalize award of the agreement.
(Brinton)

Recommended Action:

Motion: Selecting a consultant to provide Program Management Services for the Stanislaus Regional Water Authority (SRWA) to facilitate the development of the Regional Surface Water Supply Project and authorizing negotiations to formalize award of the agreement

8. MATTERS TOO LATE FOR THE AGENDA

9. BOARD ITEMS FOR FUTURE CONSIDERATION

10. BOARD COMMENTS

Board members may provide a brief report on notable topics of interest. The Brown Act does not allow discussion or action by the legislative body.

11. NEXT MEETING DATE: April 14, 2016 – *Regular Meeting*

12. CLOSED SESSION

13. ADJOURNMENT

FEBRUARY 11, 2016

10:00 a.m.

2nd Floor – Yosemite Conference Room

156 S. Broadway, Turlock CA



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**Minutes
Regular Meeting
SRWA Board**

1. **A. CALL TO ORDER:** Chair Vierra called the meeting to order at 10:04 a.m.

PRESENT: Chair Vierra, Vice Chair Soiseth, and Director Bublak

ABSENT: Director Lane

2. **PROCLAMATIONS, PRESENTATIONS, RECOGNITIONS, ANNOUNCEMENTS & APPOINTMENTS:**

- A. *Appointment:* Contract Program Management Selection Committee

Interim General Manager Mike Brinton provided an update on the Request for Proposals (RFP) for contract Program Management Services including the RFP due date, review and screening processes, and requested direction from the Board for developing a selection committee.

Board discussion included having two members from the Board, one member from each City, and one member from the Turlock Irrigation District (TID) serve on the committee. The Board was in agreement with this recommendation.

Chair Vierra opened public comment. No one spoke. Chair Vierra closed public comment.

3. **A. SPECIAL BRIEFINGS:** None

- B. STAFF UPDATES:**

1. Interim General Manager Report

Interim General Manager Mike Brinton provided updates regarding the RFP process for contract Program Management Services, Interest in Participation Letters, and upcoming site tours/visits. Mr. Brinton noted that several firms have expressed interest in the RFP.

Chair Vierra noted that City of Waterford and Supervisor Withrow requested information from the Board regarding interest in participation in the Project. Board Secretary Jennifer Land noted that she has received an interest in participation form from Stanislaus County. Board discussion included the process for meeting with the interested parties, developing a presentation to provide information about the project, timelines, and present and future actions, and following-up with the agencies of which letters were sent to remind them of the interest in participation form.

Board Secretary Jennifer Land provided information about the upcoming special meeting (site tours/visits scheduled at South San Joaquin Irrigation District (SSJID) and Modesto Irrigation District (MID)) on February 26, 2016.



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2. Finance Director Report

Finance Director Kellie Jacobs-Hunter noted that she has received financial statements and audit reports from the City of Modesto and that she is in the process of determining if there are any outstanding expenses from July 1, 2015.

C. CONSULTANT UPDATES:

1. Environmental Consultant Update

Michael Stevenson from Horizon Water and Environment provided a presentation to the Board regarding the environmental process including the engineering design, CEQA process, regulatory permitting, SWRCB long-term transfer petition, and property acquisitions and easements. Mr. Stevenson noted that once the Program Manager has been selected, they will work together to add more layers to the various processes and identify dates for milestones.

D. PUBLIC PARTICIPATION: None

4. DECLARATION OF CONFLICTS OF INTEREST AND DISQUALIFICATIONS: None

5. CONSENT CALENDAR:

Action: Motion by Director Bublak, seconded by Vice Chair Soiseth, to adopt the consent calendar. Motion carried 3/1 by the following vote:

Director Lane	Director Bublak	Vice Chair Soiseth	Chair Vierra
Absent	Yes	Yes	Yes

A. *Motion:* Accepting minutes of Regular Meeting of January 28, 2016.

6. PUBLIC HEARINGS: None

7. SCHEDULED MATTERS:

A. Interim General Manager Mike Brinton presented the staff report on the request to provide direction to staff regarding the recruitment and selection process for the General Manager position.

Mr. Brinton noted that he spends approximately 2-3 hours per day on SRWA related work and anticipates the workload to increase as the project moves forward.

Board and staff discussion included current and future workload, recruitment options, the potential for participation by the Turlock Irrigation District in the General Manager selection process, and the benefits of hiring the Program Manager first so that he/she can assist with the recruitment and selection process of the General Manager position.





Action: Motion by Vice Chair Soiseth, seconded by Director Bublak, providing direction to staff to wait until the Program Manager has been hired before moving forward with the General Manager recruitment, the preference of an invitation only recruitment, and the potential for participation by the Turlock Irrigation District in the selection process of the General Manager position. Motion carried 3/1 by the following vote:

Director Lane	Director Bublak	Vice Chair Soiseth	Chair Vierra
Absent	Yes	Yes	Yes

8. **MATTERS TOO LATE FOR THE AGENDA:** None

9. **BOARD ITEMS FOR FUTURE CONSIDERATION:** None

10. **BOARD COMMENTS:**

Vice Chair Soiseth noted that he appreciates the formality that we have assumed for the SRWA as it sets a new tone for the Board and how we want to operate moving forward.

11. **NEXT MEETING DATE:**

Chair Vierra cancelled the regularly scheduled meeting of February 25, 2016 and called a special meeting on February 26, 2016.

12. **CLOSED SESSION:** None

13. **ADJOURNMENT:**

Chair Vierra adjourned the meeting at 10:37 a.m.

RESPECTFULLY SUBMITTED

Jennifer Land
Board Secretary



February 26, 2016

10:00 a.m.

**South San Joaquin Irrigation District
Nick C. DeGroot Water Treatment Plant
5855 Dodds Rd., Oakdale, CA 95361**



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**Minutes
Special Meeting
SRWA Board**

1. A. **CALL TO ORDER:** Chair Vierra called the meeting to order at 10:05 a.m.
PRESENT: Chair Vierra, Vice Chair Soiseth, Director Lane, and Director Bublak
ABSENT: None
2. **PROCLAMATIONS, PRESENTATIONS, RECOGNITIONS, ANNOUNCEMENTS & APPOINTMENTS:** None
3. A. **SPECIAL BRIEFINGS:** None
B. **STAFF UPDATES:** None
C. **PUBLIC PARTICIPATION:** None
4. **DECLARATION OF CONFLICTS OF INTEREST AND DISQUALIFICATIONS:** None
5. **CONSENT CALENDAR:** None
6. **PUBLIC HEARINGS:** None
7. **SCHEDULED MATTERS:**
 - A. The SRWA Board and staff participated in a site tour/visit of the South San Joaquin Irrigation District, Nick C. DeGroot Water Treatment Plant located at 5855 Dodds Rd., Oakdale, CA 95361 to evaluate surface water treatment operations and treatment alternatives.
8. **MATTERS TOO LATE FOR THE AGENDA:** None
9. **BOARD ITEMS FOR FUTURE CONSIDERATION:** None
10. **BOARD COMMENTS:** None



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11. **CLOSED SESSION:** None

12. **ADJOURNMENT:**

Chair Vierra adjourned the meeting at 11:40 a.m.

RESPECTFULLY SUBMITTED

Jennifer Land
Board Secretary



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STANISLAUS REGIONAL WATER AUTHORITY
156 S. Broadway, Ste. 230, Turlock, CA 95380
209-668-5540 (p) 209-668-5668 (f)

February 26, 2016
1:30 p.m.
Modesto Irrigation District
Modesto Regional Water Treatment Plant
1008 Reservoir Rd., Waterford, CA 95386



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Minutes
Special Meeting
SRWA Board

1. A. **CALL TO ORDER:** Chair Vierra called the meeting to order at 1:33 p.m.
PRESENT: Chair Vierra, Vice Chair Soiseth, Director Lane, and Director Bublak
ABSENT: None
2. **PROCLAMATIONS, PRESENTATIONS, RECOGNITIONS, ANNOUNCEMENTS & APPOINTMENTS:** None
3. A. **SPECIAL BRIEFINGS:** None
B. **STAFF UPDATES:** None
C. **PUBLIC PARTICIPATION:** None
4. **DECLARATION OF CONFLICTS OF INTEREST AND DISQUALIFICATIONS:** None
5. **CONSENT CALENDAR:** None
6. **PUBLIC HEARINGS:** None
7. **SCHEDULED MATTERS:**
 - A. The SRWA Board and staff participated in a site tour/visit of the Modesto Irrigation District, Modesto Regional Water Treatment Plant located at 1008 Reservoir Rd., Waterford, CA 95386 to evaluate surface water treatment operations and treatment alternatives.
8. **MATTERS TOO LATE FOR THE AGENDA:** None
9. **BOARD ITEMS FOR FUTURE CONSIDERATION:** None
10. **BOARD COMMENTS:** None

11. **CLOSED SESSION:** None

12. **ADJOURNMENT:**

Chair Vierra adjourned the meeting at 2:39 p.m.

RESPECTFULLY SUBMITTED

Jennifer Land
Board Secretary

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From: Michael Brinton, Interim General Manager

Prepared by: Michael Brinton, Interim General Manager

1. ACTION RECOMMENDED:

Motion: Selecting a consultant to provide Program Management Services for the Stanislaus Regional Water Authority (SRWA) to facilitate the development of the Regional Surface Water Supply Project and authorizing negotiations to formalize award of the agreement

2. DISCUSSION OF ISSUE:

On December 15, 2015, the SRWA Board authorized staff to develop a Request for Proposal (RFP) for contract Program Management Services to facilitate the development of the Regional Surface Water Supply Project. As directed by the Board, staff and the Technical Advisory Committee (TAC) prepared the RFP and solicited proposals from engineering firms that specialize in water engineering services.

Three firms submitted proposals: West Yost Associates, RMC Water and Environment, and Peterson Brustad, Inc. All three firms have experience with this type of project.

On March 3, 2016, proposals were reviewed and evaluated by members of the TAC. Proposals were judged to meet the requirements set forth in the RFP. Based upon this review, all three proposals were deemed complete and met the qualifications; therefore, all three firms were invited to make a presentation to the RFP Selection Committee.

On March 14, 2016, the RFP Selection Committee, consisting of Vice Chair Soiseth, Director Lane, Michael Cooke, Toby Wells and Tou Her, observed and evaluated the presentations.

After thorough review of the proposals and presentations, the TAC recommends West Yost Associates as the best qualified consultant to provide Program Management Services for the SRWA. West Yost Associates was founded in 1990 and has a staff of approximately 125 employees. West Yost Associates provides water, wastewater, and stormwater planning, design, and construction management services. Most recently, West Yost Associates was the Program Manager for the Woodland-Davis water supply project, a 30 MGD water treatment plant that is currently undergoing start-up and commissioning. West Yost Associates has performed water resources planning work for Ceres in the past and currently preparing both Cities' Urban Water Management Plans.

If the Board is in agreement with the TAC's recommendation of selecting West Yost Associates, staff will work with the consultant to negotiate terms of the agreement. The agreement and a budget amendment will be presented to the Board on April 14, 2016 for approval.

3. FISCAL IMPACT / BUDGET AMENDMENT:

Fiscal Impact: \$2,007,472 (includes 90-day plan, high-end remainder of Phase 1, and 10% contingency)

90-day plan: \$674,975

Fee range for remainder of Phase 1: \$903,000 - \$1,150,000

10% contingency: \$182,497

Budget Amendment: A budget amendment is not required at this time. However, when the agreement is presented to the Board for approval, a budget amendment for FY 2015-16 to allocate \$674,975 will be necessary. This allocation will be split 50/50 between the participating agencies (Ceres and Turlock).

Future Allocation: An estimated \$1,332,497 will be allocated in FY 2016-17 for the remainder of Phase 1. This allocation will be split 50/50 between the participating agencies (Ceres and Turlock).

4. STAFF COMMENTS:

Staff's recommendation is consistent with the TAC's.

5. ENVIRONMENTAL DETERMINATION:

N/A

6. ALTERNATIVES:

- A. Not approve the contract with West Yost Associates and select a different consultant. This alternative is not recommended as West Yost Associates is a duly qualified firm and has been determined to be the best qualified consultant.