



**City of San Bernardino
Municipal Water Department**

399 Chandler Place
San Bernardino, CA 92408
<http://www.sbcitywater.org>

*President Cecilia "Toni"
Callicott*

Commissioners
*Wayne Hendrix
David Mlynarski
Rikke Johnson
Thomas Brickley*

MINUTES
FOR THE
WATER BOARD OF THE CITY OF SAN BERNARDINO

AUGUST 22, 2023

CALL TO ORDER

The Regular Meeting of the Water Board of the City of San Bernardino was called to order by President Toni Callicott at 9:30 AM, Tuesday, August 22, 2023, in-person and livestream via YouTube.

ROLL CALL

Attendee Name	Title	Status	Arrived
Cecilia "Toni" Callicott	President	Present	9:30 AM
Wayne Hendrix	Vice President	Present	9:30 AM
David Mlynarski	Board Member	Present	9:30 AM
Rikke Johnson	Board Member	Present	9:30 AM
Thomas Brickley	Board Member	Absent	N/A
Miguel Guerrero	General Manager	Present	9:30 AM

- 1. ANNOUNCEMENTS BY THE BOARD:** None.
- 2. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:** None.
- 3. PUBLIC COMMENTS ON ITEMS LISTED ON THE AGENDA:** None.

4. CONSENT CALENDAR – ITEMS 4A THROUGH 4D:**A. PAYROLL:**

	<u>Water Fund</u>	<u>Sewer Treatment</u>	<u>Total</u>
Claims:3004747- 3004943			
Accounts Payable	\$1,954,906.26	\$1,039,355.89	\$2,994,262.15
Gross Payroll 07/17/23-07/30/23	<u>\$370,778.34</u>	<u>\$342,984.27</u>	<u>\$713,762.61</u>
TOTALS	<u>\$2,325,684.60</u>	<u>\$1,382,340.16</u>	<u>\$3,708,024.76</u>

Payroll for the pay period beginning August 14, 2023 through August 27, 2023.

B. CONTRACTS AND BILLS: Contracts and bills presented at this meeting.

C. MINUTES: August 8, 2023.

D. ANNUAL POLICY REVIEW – NEW, DELETED, AND REVISED POLICIES:

A comprehensive yearly review of existing policies and procedures was conducted per Policy 10.020 – Review of Policies and Procedures.

New and existing policies with either legislatively mandated or substantive content changes would be approved by the Water Board. Existing policies and procedures with minor editorial changes would be approved by the General Manager. All employees must review the policies and procedures after each yearly review and would sign an acknowledgement form.

There was no fiscal impact as a result of these changes.

MOTION: Approve revised policy #32.070 Family, Medical, and Pregnancy Disability Leave; and

Approve revised policy #51.030 Purchasing; and

Approve revised policy #61.030 Department Communication Systems/Equipment, and

Approve the revised Fleet Policy and Regulations; and

Approve the revised policy #51.035 Vehicle and Equipment Replacement; and

Approve deletion of the Workplace Face Mask policy, as submitted.

RESULT: APPROVED 4-0 BY ROLL CALL VOTE WITH 1 ABSENT
MOVER: R. Johnson
SECONDER: W. Hendrix
ABSTAINED: N/A
ABSENT: T. Brickley

DISCUSSION ITEMS

5. **APPROVAL OF PURCHASE – BADGER METERS FOR THE ADVANCED METER INFRASTRUCTURE (AMI) PROJECT, PHASE 1:** On February 25, 2022, the Water Board approved the Goods Purchase Agreement with Badger Meter, Inc., through Specification No. 1762, for a Bi-annual Contract to Furnish and Deliver Positive Displacement and/or Multi Jet Water Meters. In addition, on June 30, 2023, the Water Board approved the Goods Purchase Agreement with Itron to furnish Water AMI Communications and Network, Hardware, Head-End Software, and professional services pursuant to RFP No. 1792.

The Advanced Metering Infrastructure (AMI) Project - Phase 1 would consist of replacing 6,961 outdated, non-AMI-compatible meters with new meters that were fully compatible with Itron's 500w endpoints.

The funding source for this contract was the Fiscal Year 2023/2024 Water Utility Fund Capital Improvement Project titled *Advanced Metering Infrastructure (AMI) Project Phase 1* (C.O. 11020) which currently had a total of \$4,000,000.00 in unencumbered funds.

Commissioner Mlynarski asked if larger meters would be converted to smart meters.

General Manager Guerrero stated that some larger meters were already converted to ultrasonic meters.

MOTION: Approve the purchase of 6,961 Badger Meters in the amount of ONE MILLION TWO HUNDRED SEVENTY-EIGHT THOUSAND ONE HUNDRED NINETY-NINE AND 00/100 DOLLARS (\$1,278,199.00) for the Advanced Metering Infrastructure (AMI) Project, Phase 1.

RESULT: APPROVED 4-0 BY ROLL CALL VOTE WITH 1 ABSENT
MOVER: D. Mlynarski
SECONDER: W. Hendrix
ABSTAINED: N/A
ABSENT: T. Brickley

- 6. REJECT ALL BIDS – SBMWD WATER FACILITIES RELOCATION PHASE I PROJECT - SPECIFICATION NO. 1790:** In November 2018, the Water Board approved the final design of the SBMWD Water Facilities Relocation Project. This Project consolidated and co-locates numerous Water Department functions to the 397 Chandler Campus. The Project was divided into three (3) phases and individual projects in order to minimize the budget impact of one large multi-year construction contract. Phase I of the Project consisted of a 27,900 square foot administration building, demonstration garden, parking facilities and off-site improvements.

In October 2021, staff issued a Request for Qualifications (RFQ) to prequalify general construction contractors for the Water Facilities Relocation Project which led to three (3) prequalified contractors. Specifications were advertised on February 10, 2023, for Specification No. 1790, “to furnish all labor, equipment, and materials for the SBMWD Water Facilities Relocation Phase I Project, located in San Bernardino, California.”

On June 30, 2023, two (2) bids were received in excess of the approved budget and engineering estimate of \$12,800,000.00 for this project. Staff would review and revise the scope of work for this project and re-bid the project when appropriate funding was available.

The funding sources for this project were the FY 2023/2024 Water Fund Capital Improvement Project titled *SBMWD Administration Facility – Chandler Place Project* (C.O. 10689) which currently had a total of \$10,996,540.71 in unencumbered funds and FY 2023/2024 Sewer Treatment Fund Capital Improvement Project titled, *SBMWD Administration Building* (C.O. 00196) which currently had a total of \$6,087,100.26 in unencumbered funds.

Commissioner Mlynarski stated that this item was discussed during the Facilities Water Relocation Ad-Hoc Committee meeting and that there were a variety of factors that contributed to this decision, but it did not have anything to do with the qualifications of the bidding companies.

Commissioner Mlynarski stated that it would be a good use of funds and staff time to reject all bids at this time.

MOTION: Reject all bids for Specification No. 1790 as all bids were in excess of the approved budget and engineering estimate for this project; return all securities in accordance with the specification with staff to revise the scope of work; and re-advertise the project when appropriate funding was available.

RESULT:	APPROVED 4-0 BY ROLL CALL VOTE WITH 1 ABSENT
MOVER:	W. Hendrix
SECONDER:	R. Johnson
ABSTAINED:	N/A
ABSENT:	T. Brickley

7. REPORTS:

A. Report of the President – President Callicott stated that the Water Board wanted to recognize the Department for its preparation and protection of the City in anticipation of the tropical storm.

B. Report of the Commissioners –

Commissioner Johnson stated that it was a pleasure to have Valley District present the Department with a ceremonial check for its participation in Valley District's Demand Management Incentive Program at the Mayor & City Council meeting on Wednesday, August 16, 2023.

Commissioner Johnson stated that General Manager Guerrero gave an excellent report on items pertaining to the Water Department that involved the City at the Mayor & City Council meeting on Wednesday, August 16, 2023.

C. Report of the Directors – None.

D. Report of the General Manager –

1. General Manager Guerrero reported that he attended the Mayor & City Council meeting on Wednesday, August 16, 2023 to present an informational item on the Lead Service Lateral Replacement Program.

2. General Manager Guerrero reported that the Newmark Site Proposed Plan for the Northwest area was released and a public meeting would be held on Wednesday, August 23, 2023.

General Manager Guerrero stated that the Department would be represented at the meeting to answer any questions that the public may have regarding the Proposed Plan and also answer extensive written comments that were received.

8. PUBLIC COMMENT ON CLOSED SESSION ITEMS: None.

9. CLOSED SESSION:

Pursuant to Government Code Section(s):

A. Conference with legal counsel – anticipated litigation – significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One case – Claim No. 23-092 – *Silos, Eva; Silos, Kimberlin A.; and Sandoval, Juan R.*

Upon motion by Commissioner Johnson, and seconded by Commissioner Hendrix, the Water Board voted 4-0 with 1 absent, to deny the claim.

- B. Conference with legal counsel – existing litigation – pursuant to paragraph (1) of subdivision (d) of Government Code Section 54956.9(a) and (d)(1): Newmark Superfund Site Remedial Work, *City of San Bernardino v. United States of America*, Civil Action No. CV 96-8867 (MRP) (C.D. Cal. Decree approved March 23, 2005).

No reportable action was taken.

10. ADJOURNMENT:

The next regular meeting of the Water Board was scheduled for 9:30 a.m., September 12, 2023 at the Margaret H. Chandler Water Reclamation Plant, located at 399 Chandler Place, San Bernardino, CA, 92408.

By: _____
Miguel J. Guerrero, P.E.
General Manager