

AGENDA

**BOARD OF DIRECTORS
ORANGE COUNTY SANITATION DISTRICT**

**ADMINISTRATIVE OFFICE
10844 ELLIS AVENUE
FOUNTAIN VALLEY, CA 92708**

REGULAR MEETING

June 24, 2009 – 6:30 P.M.

INVOCATION AND PLEDGE OF ALLEGIANCE (Irvine – Christina Shea)

ROLL CALL

PUBLIC COMMENTS

REPORTS: The Chair, General Manager and General Counsel may present verbal reports on miscellaneous matters of general interest to the Directors. These reports are for information only and require no action by the Directors.

1. Ratifying payment of claims of the District, by roll call vote, as follows:

<u>ALL DISTRICTS</u>	<u>05/15/09</u>	<u>05/31/09</u>
Totals	\$22,921,490.10	\$13,288,340.21

DIRECTORS: Pursuant to Government Code Section 84308, you are required to disclose any campaign contribution greater than \$250 received in the past twelve months from any party to a contract involving OCSD. This requires that you identify the contributor by name. Further, you may not participate in the decision making process to award a contract to such party. For reference, you are directed to the Register of Warrants as to all current contractors/vendors with OCSD. For the specifics of Government Code Section 84308, please see your Director's Handbook or call the office of General Counsel.

CONSENT CALENDAR (2-3)

Consideration of motion to approve all agenda items appearing on the Consent Calendar not specifically removed from same, as follows:

2. Approve the minutes for the regular meeting held on May 20, 2009, to be filed and deemed approved, as mailed.
3. Adopt Resolution No. OCSD 09-06, Establishing the Annual Appropriations Limit for Fiscal Year 2009-10, for the Orange County Sanitation District in accordance with the Provisions of Division 9 of Title 1 of the California Government Code.

4. Ratify use of General Manager's purchasing authority, Resolution No. OCSD 07-04, authorizing the issuance of Change Order No. 1 to P.O. No. 71076-OS to Jamison Engineering Contractors, Inc. for emergency repairs to Plant No. 1 reclaimed water line, for an additional amount of \$61,259.91 for a total amount not to exceed \$136,259.91.

STEERING COMMITTEE (5)

5. Order Steering Committee Minutes for the regular meeting held on May 20, 2009 to be filed.

OPERATIONS COMMITTEE (6 - 12)

6. Order Operations Committee Minutes for the meeting held on June 3, 2009 to be filed.
7. Receive and file the 2008-2010 Asset Management Plan prepared by Sanitation District staff.
8.
 - a) Approve an agreement with Corrpro Companies, Inc. for Corrosion Management Staffing Support Services, Specification CS-2009-413BD, for the period July 1, 2009 through June 30, 2010, for a total annual amount not to exceed \$793,480, with four one-year renewable options; and,
 - b) Approve a contingency of \$79,348 (10%).
9. Approve Amendment No. 1 to the Memorandum of Understanding with California State University, Fullerton Auxiliary Services Corporation, for a one-year contract with the Center for Demographic Research, extending one additional year for the period of July 1, 2009 through June 30, 2010, for \$71,000, for a total amount not to exceed \$244,671.
10. Approve Amendment No. 1 to the Professional Services Consultant Agreement with Black and Veatch for the Electronic Operations and Maintenance Manual Project, Specification No. CS-2006-290BD (SP-53), for an additional amount of \$1,295,000 increasing the total contract amount from \$1,807,000 to a total amount not to exceed \$3,102,000.
11.
 - a) Approve a contingency increase of \$70,441 (5%) to the Professional Design Services Agreement with Black & Veatch Corporation, for the Power Monitoring and Control Systems, Job No. J-33-3, for a total contingency of \$307,388 (25%); and,
 - b) Authorize staff to negotiate a Professional Construction Services Agreement with Black & Veatch Corporation for construction support services for said project.

12. a) Authorize staff to negotiate Amendment No. 1 to the Professional Design Services Agreement with DLT&V Systems Engineering for software programming services for Power Monitoring and Control Systems, Job No. J-33-3; and,

b) Authorize staff to negotiate a Purchase Agreement with Wonderware as a sole source provider for software for Power Monitoring and Control Systems, Job No. J-33-3.

ADMINISTRATION COMMITTEE (13 – 20)

13. Order Administration Committee Minutes for the meeting held on June 10, 2009 to be filed
14. Adopt Resolution No. OCSD 09-07, Adopting the Records Management Program Policy and Procedures, Retention Schedule and Record Series Definitions, Authorizing Destruction of Obsolete Records, and Repealing Resolution No. OCSD 08-06.
15. a) Authorize the General Manager to enter into contracts for Temporary Employment Services (Specification No. CS-2009-421BD) with temporary service firms for a total amount not to exceed \$450,000 per year, for a one-year period (July 1, 2009 through June 30, 2010), with a one-year renewal option;

b) Approve an annual contingency of \$50,000 (11%); and,

c) Authorize the General Manager to add or delete such firms as necessary to meet work requirements as identified by the Human Resources Division.
16. Adopt Resolution No. OCSD 09-08, Establishing Use Charges for the 2009-10 Fiscal Year Pursuant to the Wastewater Treatment and Disposal Agreement with the Santa Ana Watershed Project Authority.
17. Adopt Resolution OCSD 09-09, Authorizing Certain District Officers to Execute Documents Necessary to Obtain Purchasing Card Accounts with Commerce Bank, N.A.
18. Approve an amended Memorandum of Understanding to the California State Association of Counties Excess Workers' Compensation Program effective March 6, 2009, in a form approved by General Counsel.
19. a) Renew the District's Excess General Liability Insurance for the period July 1, 2009 through June 30, 2010, in an amount not to exceed \$370,498;

b) Renew the District's Excess Workers' Compensation Insurance for the period July 1, 2009 through June 30, 2010, at a rate not to exceed .0028 (estimated premium of \$180,687 based on estimated 2009-10 payroll);

c) Renew the District's All-Risk Property and Flood Insurance for the period July 1, 2009 through June 30, 2010, in an amount not to exceed \$468,394; and,

d) Renew the District's Boiler & Machinery Insurance Program for the period July 1, 2009 through June 30, 2010, in an amount not to exceed \$19,000.

20. Approve the proposed revisions to the Operating, Capital, Debt/COP Service and Self-Insurance Budgets for FY 2009-10, as follows:

	Originally Adopted Budget FY 2009-10	Proposed Revised Budget FY 2009-10
Operations, Maintenance & Working Capital	\$154,038,030	\$156,116,920
Worker's Compensation Self Insurance	535,000	718,000
General Liability and Property Self-Insurance	1,606,200	2,106,200
Capital Improvement Program	228,907,000	259,068,000
Debt/COP Service	84,297,030	77,076,280
TOTAL	\$469,383,260	\$495,085,400

GWR SYSTEM STEERING COMMITTEE (21)

21. Verbal report of the Joint Groundwater Replenishment System Steering Committee meeting held on May 11, 2009.

NON-CONSENT CALENDAR (22)

22. a). Approve Plans and Specifications for the Plant 1 Headworks Scrubber Complex Improvements, Project No. FE06-01, on file at the office of the Clerk of the Board;
- b) Approve Addendum No. 1 to the plans and specifications;
- c) Receive and file bid tabulation and recommendation;
- d) Reject low bid received from Trinity Process Solutions, Inc., in the amount of \$364,686.17, as nonresponsive;
- e) Award a contract to S.S. Mechanical Corporation, for Plant 1 Headworks Scrubber Complex Improvements, Project No. FE06-01, for an amount not to exceed \$369,676; and,
- f) Approve a contingency of \$73,935 (20%).

CLOSED SESSION

CLOSED SESSION: During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government Code Sections 54956.8, 54956.9, 54957 or 54957.6, as noted.

Reports relating to (a) purchase and sale of real property; (b) matters of pending or potential litigation; (c) employment actions or negotiations with employee representatives; or which are exempt from public disclosure under the California Public Records Act, may be reviewed by the Board during a permitted closed session and are not available for public inspection. At such time as the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information.

Convene in closed session, if necessary

Reconvene in regular session

Consideration of action, if any, on matters considered in closed session

OTHER BUSINESS AND COMMUNICATIONS OR SUPPLEMENTAL AGENDA ITEMS, IF ANY**ADJOURNMENT**

The next Board of Directors regular meeting is scheduled for July 22, 2009, at 6:30 p.m.

Agenda Posting: In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted in the main lobby of the District's Administrative offices not less than 72 hours prior to the meeting date and time above. All public records relating to each agenda item, including any public records distributed less than 72 hours prior to the meeting to all, or a majority of all, of the members of District's Board, are available for public inspection in the office of the Clerk of the Board, located at 10844 Ellis Avenue, Fountain Valley, California.

Items Not Posted: In the event any matter not listed on this agenda is proposed to be submitted to the Board for discussion and/or action, it will be done in compliance with Section 54954.2(b) as an emergency item or because there is a need to take immediate action, which need came to the attention of the Board subsequent to the posting of agenda, or as set forth on a supplemental agenda posted in the manner as above, not less than 72 hours prior to the meeting date.

Public Comments: Any member of the public may address the Board of Directors on specific agenda items or matters of general interest. As determined by the Chair, speakers may be deferred until the specific item is taken for discussion and remarks may be limited to three minutes.

Matters of interest addressed by a member of the public and not listed on this agenda cannot have action taken by the Board of Directors except as authorized by Section 54954.2(b). If you wish to speak, please complete a Speaker's Form (located at the table outside of the Board Room) and give it to the Clerk of the Board.

Consent Calendar: All matters placed on the Consent Calendar are considered as not requiring discussion or further explanation and unless any particular item is requested to be removed from the Consent Calendar by a Director, staff member or member of the public in attendance, there will be no separate discussion of these items. All items on the Consent Calendar will be enacted by one action approving all motions, and casting a unanimous ballot for resolutions included on the consent calendar. All items removed from the Consent Calendar shall be considered in the regular order of business.

Members of the public who wish to remove an item from the Consent Calendar shall, upon recognition by the Chair, state their name, address and designate by number the item to be removed from the Consent Calendar.

The Chair will determine if any items are to be deleted from the Consent Calendar.

Items Continued: Items may be continued from this meeting without further notice to a Committee or Board meeting held within five (5) days of this meeting per Government Code Section 54954.2(b)(3).

Meeting Adjournment: This meeting may be adjourned to a later time and items of business from this agenda may be considered at the later meeting by Order of Adjournment and Notice in accordance with Government Code Section 54955 (posted within 24 hours).

Accommodations for the Disabled: The Board of Directors Meeting Room is wheelchair accessible. If you require any special disability related accommodations, please contact the Orange County Sanitation District Clerk of the Board's office at (714) 593-7130 at least 72 hours prior to the scheduled meeting. Requests must specify the nature of the disability and the type of accommodation requested.

NOTICE TO DIRECTORS: To place items on the agenda for the Regular Meeting of the Board of Directors, items shall be submitted to the Clerk of the Board no later than the close of business 14 days preceding the Board meeting. The Clerk of the Board shall include on the agenda all items submitted by Directors, the General Manager and General Counsel and all formal communications.

General Manager	James D. Ruth	(714) 593-7110	jruth@ocsd.com
Assistant General Manager	Bob Ghirelli	(714) 593-7400	rghirelli@ocsd.com
Clerk of the Board	Penny Kyle	(714) 593-7130	pkyle@ocsd.com
Director of Engineering	Jim Herberg	(714) 593-7300	jherberg@ocsd.com
Director of Fin. & Admin Services	Lorenzo Tyner	(714) 593-7550	ltynr@ocsd.com
Director of Operations & Maintenance	Nick Arhontes	(714) 593-7210	narhontes@ocsd.com
Director of Technical Services	Ed Torres	(714) 593-7080	etorres@ocsd.com
General Counsel	Brad Hojin	(714) 415-1006	bhojin@wss-law.com