

# MINUTES OF THE OPERATIONS COMMITTEE

Orange County Sanitation District  
Wednesday, October 3, 2018, 5:00 p.m.

A regular meeting of the Operations Committee was called to order by Board Vice-Chairman Shawver on Wednesday, October 3, 2018 at 5:01 p.m. in the Administration Building. Director Tim Shaw led the Flag Salute.

A quorum was declared present, as follows:

## **COMMITTEE MEMBERS PRESENT:**

Denise Barnes  
Allan Bernstein  
Robert Collacott  
Steve Jones  
Sandra Massa-Lavitt (Alternate)  
Scott Peotter  
Tim Shaw  
Fred Smith  
Michelle Steel  
Mariellen Yarc  
Greg Sebourn, Board Chair  
David Shawver, Board Vice-Chair

## **COMMITTEE MEMBERS ABSENT:**

Phil Hawkins  
John Withers, Chair

## **STAFF PRESENT:**

Jim Herberg, General Manager  
Rob Thompson, Assistant General Manager  
Lorenzo Tyner, Assistant General Manager  
Celia Chandler, Director of Human Resources  
Ed Torres, Director of Operations & Maintenance  
Kelly Lore, Clerk of the Board  
Rod Collins  
Ron Coss  
Raul Cuellar  
Don Cutler  
Mike Dorman  
Marc Dubois  
Dean Fisher  
Alfredo Garcia  
Richard Leon  
Rebecca Long  
Mark Manzo  
Laura Maravilla  
Kathy Millea  
Jeff Mohr  
Adam Nazaroff  
Man Nguyen  
Sang Paik  
John Swindler  
Eros Yong

## **OTHERS PRESENT:**

Brad Hogin, General Counsel  
Bob Ooten, Alternate Director (CMSD)

## **PUBLIC COMMENTS:**

None.

**REPORT OF COMMITTEE CHAIR:**

Board Vice-Chair Shawver did not provide a report.

**REPORT OF GENERAL MANAGER:**

General Manager Jim Herberg announced that the Nerissa tour scheduled for October 25<sup>th</sup> has been cancelled due to servicing of the vessel; a future date will be announced when back in service.

**CONSENT CALENDAR:**

1. **APPROVAL OF MINUTES** (Clerk of the Board)

MOVED, SECONDED, and DULY CARRIED TO: Approve Minutes of the September 5, 2018 Operations Committee Meeting.

**AYES:** Barnes, Bernstein, Collacott, S. Jones, Massa-Lavitt (Alternate), Peotter, Shaw, Shawver, F. Smith, and Steel

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** Hawkins, Sebourn, Withers, and Yarc

2. **SAFETY IMPROVEMENTS PROGRAM, PROJECT NO. J-126** (Rob Thompson)

MOVED, SECONDED, and DULY CARRIED TO: Recommend to the Board of Directors to:

A. Receive and file Bid Tabulation and Recommendation for Olsson Construction, Inc. for Safety Improvements Program: Roof Fall Protection and Walkway Hazards at Plants 1 and 2, and Safety Improvements at SARI Metering Station, College Avenue, Lido, Main Street, 'A' Street, 15<sup>th</sup> Street, Rocky Point and Crystal Cove Pump Stations, Contract No. J-126JK;

B. Award a Construction Contract to Olsson Construction, Inc. for the Safety Improvements Program: Roof Fall Protection and Walkway Hazards at Plants 1 and 2, and Safety Improvements at SARI Metering Station, College Avenue, Lido, Main Street, 'A' Street, 15<sup>th</sup> Street, Rocky Point and Crystal Cove Pump Stations, Contract No. J-126JK, for a total amount not to exceed \$3,637,601; and

C. Approve a contingency of \$363,760 (10%).

**AYES:** Barnes, Bernstein, Collacott, S. Jones, Massa-Lavitt (Alternate), Peotter, Shaw, Shawver, F. Smith, and Steel

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** Hawkins, Sebourn, Withers, and Yarc

3. **SEWER AND EASEMENT RELOCATION WITH THE ORANGE COUNTY TRANSPORTATION AUTHORITY (Rob Thompson)**

MOVED, SECONDED, and DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Approve easement quitclaims with the Orange County Transportation Authority for abandoned sewer easements; and
- B. Approve and enter into a Consent to Common Use Agreement with the State of California, in a form approved by General Counsel.

**AYES:** Barnes, Bernstein, Collacott, S. Jones, Massa-Lavitt (Alternate), Peotter, Shaw, Shawver, F. Smith, and Steel  
**NOES:** None  
**ABSTENTIONS:** None  
**ABSENT:** Hawkins, Sebourn, Withers, and Yarc

4. **ON-CALL MAINTENANCE AND REPAIR SERVICES MASTER CONTRACTS - SPECIFICATION NO. S-2018-942BD (Ed Torres)**

MOVED, SECONDED, and DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Approve Master Services Contracts to provide on-call maintenance & repair services, Specification No. S-2018-942BD, for a one-year period effective December 1, 2018 through November 30, 2019; and approve two (2) one-year renewal options, in accordance with Ordinance OCSD-52, Section 2.03 (F), with the following seven qualified firms, for bids less than \$300,000:
  - 1. Jamison Engineering Contractors, Inc.
  - 2. Charles King Company
  - 3. AECOM Energy & Construction, Inc.
  - 4. W.A. Rasic Construction Company, Inc.
  - 5. J.R. Filanc Construction Company
  - 6. O'Connell Engineering & Construction Inc.
  - 7. Innovative Engineering and Maintenance
- B. Authorize the General Manager to add or delete firms as necessary to maintain a qualified base of up to seven firms in accordance to Request for Qualifications Specification No. S-2018-942BD.

**AYES:** Barnes, Bernstein, Collacott, S. Jones, Massa-Lavitt (Alternate), Peotter, Shawver, F. Smith, and Steel  
**NOES:** None  
**ABSTENTIONS:** None  
**ABSENT:** Hawkins, Sebourn, Shaw (Non-Participant - Levine Act disclosure), Withers, and Yarc

5. **SOLE SOURCE PURCHASE OF TWO (2) TEFC MOTOR CLOSE COUPLED PUMPS FOR STEVE ANDERSON LIFT STATION (Ed Torres)**

MOVED, SECONDED, and DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Approve a Sole Source Purchase Order Contract to Flo-Systems, Inc. for the purchase of two (2) Totally Enclosed Fan Cooled (TEFC) Motor Close Coupled Pumps from Hidrostal for the Steve Anderson Lift Station for \$369,960, delivered, plus applicable sales tax; and
- B. Approve a contingency to Flo-Systems, Inc. for \$11,099 (3%).

**AYES:** Barnes, Bernstein, Collacott, S. Jones, Massa-Lavitt (Alternate), Peotter, Shaw, Shawver, F. Smith, and Steel  
**NOES:** None  
**ABSTENTIONS:** None  
**ABSENT:** Hawkins, Sebourn, Withers, and Yarc

6. **TOSHIBA 12KV CIRCUIT BREAKER PURCHASE, SPECIFICATION NUMBER E-2018-963BD (Ed Torres)**

MOVED, SECONDED, and DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Award a purchase order to Superior Electric Motor Services for the replacement of ten (10) Toshiba HVK 12Kv circuit breakers, Specification No. E-2018-963BD, for the Plant No. 1 Central Generation Facility for a total amount not to exceed \$194,880; and
- B. Approve a contingency of \$9,744 (5%)

**AYES:** Barnes, Bernstein, Collacott, S. Jones, Massa-Lavitt (Alternate), Peotter, Shaw, Shawver, F. Smith, and Steel  
**NOES:** None  
**ABSTENTIONS:** None  
**ABSENT:** Hawkins, Sebourn, Withers, and Yarc

7. **OUT OF SERVICE AREA SEWER SERVICE AGREEMENT AMENDMENT WITH IRVINE RANCH WATER DISTRICT FOR THE EL MORRO ELEMENTARY SCHOOL AND MORO CAMPGROUND (Rob Thompson)**

MOVED, SECONDED, and DULY CARRIED TO: Recommend to the Board of Directors to: Approve the Amended and Restated Out of Service Area Sewer Service Agreement for the El Morro Elementary School and Moro Campground, between the Irvine Ranch Water District and the Orange County Sanitation District, in a form approved by General Counsel.

**AYES:** Barnes, Bernstein, Collacott, S. Jones, Massa-Lavitt (Alternate), Peotter, Shaw, Shawver, F. Smith, and Steel

**NOES:** None  
**ABSTENTIONS:** None  
**ABSENT:** Hawkins, Sebourn, Withers, and Yarc

*Director Yarc and Board Chair Sebourn arrived at the meeting at 5:04 p.m. during the discussion on Item No. 8.*

**NON-CONSENT:**

**8. RETURN ACTIVATED SLUDGE PIPING REPLACEMENT AT ACTIVATED SLUDGE PLANT No. 1, PROJECT NO. P1-129 (Rob Thompson)**

Assistant General Manager Rob Thompson provided a PowerPoint presentation and provided information as to the budget increase being requested.

MOVED, SECONDED, and DULY CARRIED TO: Recommend to the Board of Directors to: Approve a budget increase of \$1,100,000 for Return Activated Sludge Piping Replacement at Activated Sludge Plant No. 1, Project No. P1-129, for a total budget amount of \$9,000,000.

**AYES:** Barnes, Bernstein, Collacott, S. Jones, Massa-Lavitt (Alternate), Peotter, Shawver, F. Smith, Steel and Yarc  
**NOES:** None  
**ABSTENTIONS:** Sebourn  
**ABSENT:** Hawkins, Shaw (Non-Participant - Levine Act disclosure) and Withers

*Board Vice-Chair Shawver turned the meeting over to Board Chair Sebourn who presided for the balance of the meeting.*

**9. HEADQUARTERS COMPLEX, SITE AND SECURITY, AND ENTRANCE REALIGNMENT PROGRAM, PROJECT NO. P1-128 (Rob Thompson)**

Assistant General Manager Rob Thompson provided a PowerPoint presentation regarding the item and responded to questions from the Committee. The Committee requested an Ad Hoc Committee be created to review the Design of the Headquarters Complex. The Board Chair directed staff to reach out to Committee members who expressed interest to choose a date for the first meeting. Suggestions regarding the design were provided and will be forwarded to the Ad Hoc Committee when developed.

MOVED, SECONDED, and DULY CARRIED TO: Recommend to the Board of Directors to: Designate the currently-owned properties at 18475 Pacific Street, 18484 Bandilier Circle, 18429 Pacific Street, 18368-18375 Bandilier Circle, and 18410-18436 Bandilier Circle as the preferred alternative for the Headquarters Building, with a pedestrian bridge to Plant No. 1.

**AYES:** Barnes, Bernstein, Collacott, S. Jones, Massa-Lavitt (Alternate), Peotter, Sebourn, Shaw, Shawver, F. Smith, Steel and Yarc  
**NOES:** None  
**ABSTENTIONS:** None  
**ABSENT:** Hawkins and Withers

*Director Steel departed the meeting at 5:23 p.m.*

**INFORMATION ITEMS:**

**10. CYBER SECURITY UPDATE (Lorenzo Tyner)**

John Swindler, IT Systems & Operations Manager; Sang Paik, Principal IT Analyst; and Man Nguyen, IT Analyst III, provided an informative PowerPoint Presentation regarding Cyber Security including: Cyber trends; IT Security in the Public Sector; Risk and Security Assessments; Threat Intelligence; OCSD Security Awareness & Training Program; Incident response; and best practices.

*Director S. Jones departed the meeting at 5:46 p.m.*

**11. ORANGE COUNTY SANITATION DISTRICT SAFETY AND SECURITY (Celia Chandler)**

Rod Collins Safety and Risk Management Supervisor provided an informative PowerPoint Presentation regarding the programs of OCSD safety and security including: Risk Identification; Facility Wide Safety Assessment and improvements made; OSHA required training; Voluntary Protection Program; physical security; contract security services; and centralized monitoring station.

*Director Peotter departed the meeting at 5:50 p.m.*

**DEPARTMENT HEAD REPORTS:**

Mr. Herberg reminded the Directors that the State of the District will be held on October 19<sup>th</sup> at Mile Square Golf Course and encouraged everyone to attend.

**CLOSED SESSION:**

None.

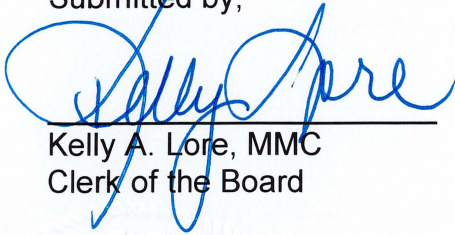
**OTHER BUSINESS AND COMMUNICATIONS OR SUPPLEMENTAL AGENDA ITEMS, IF ANY:**

None.

**ADJOURNMENT**

Board Chairman Greg Sebourn declared the meeting adjourned at 6:03 p.m. to the next meeting of Wednesday, November 7, 2018 at 5:00 p.m.

Submitted by,



Kelly A. Lore, MMC  
Clerk of the Board

