

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
COUNTY SANITATION DISTRICT NO. 2
HELD AT THE OFFICE OF THE DISTRICT
VIA TELECONFERENCE

September 27, 2023
1:30 o'clock, P.M.

The Board of Directors of County Sanitation District No. 2 of Los Angeles County met in regular session both in person and via teleconference.

There were present: Ross Maza, Director from Alhambra
Ali Sajjad Taj, Alternate Director from Artesia
Ali Saleh, Alternate Director from Bell, via teleconference
Marco Barcena, Alternate Director from Bell Gardens
Sonny Santa Ines, Director from Bellflower
Bruce Barrows, Director from Cerritos
Hugo Argumedo, Director from Commerce
Emma Sharif, Director from Compton
Suely Saro, Alternate Director from Long Beach
David Torres, Director from Montebello
Jennifer Perez, Alternate Director from Norwalk
Isabel Aguayo, Director from Paramount
Maria Avalos, Director from South Gate
Crystal Larios, Director from Vernon
Janice Hahn, Director from Los Angeles County
Cathy Warner, Chairperson, Alternate Director from Whittier

Absent: Claudia Frometa, Director from Downey
Paul Krekorian, Director from Los Angeles City
Jose Sanchez, Director from Monterey Park
Erik Lutz, Director from Pico Rivera
John Harrington, Director from San Gabriel

Also present: Kimberly S. Christensen, Secretary to the Board
Jessica Lienau, District Counsel

RE: DIRECTOR REQUEST TO PARTICIPATE BY TELECONFERENCE - UTILIZE EMERGENCY CIRCUMSTANCES - APPROVE On September 27, 2023, Director Ali Saleh, City of Bell, requested to attend the Board meeting virtually, utilizing the emergency circumstances provisions of Assembly Bill (AB) 2449. The Director participated through both audio and visual technology. At the beginning of the meeting, Director Saleh stated that the emergency circumstance was related to his own medical condition and did not declare anyone over the age of 18 participating with him. This item is consistent with the Districts' Guiding Principle to provide transparent communication to our Boards and the public.

Upon motion of Director Argumedo, duly seconded and unanimously carried by a roll-call vote, the Board approved the Director's request to participate by teleconference and utilized emergency circumstances as the purpose per Assembly Bill (AB) 2449, California Government Code, Section 54953(f) and (j).

CONSENT AGENDA

Upon motion of Director Argumedo, duly seconded and unanimously carried by a roll-call vote, the Consent Agenda was approved as follows:

RE: PUBLIC COMMENT The Chairperson announced this was the time for any questions or comments by members of the public. There were no public comments or questions to address to Board on any matters.

RE: MINUTES The minutes of the regular meeting held September 13, 2023, were approved.

RE: LEGAL SERVICES
PAYMENT AND
REIMBURSEMENT OF
EXPENSES ADVANCED

An invoices dated July 31, 2023 and August 30, 2023, from Lewis Brisbois, Bisgaard & Smith LLP, in the amounts of \$182,753.72 and \$149,880.46, respectively, for professional services rendered and reimbursement of expenses advanced in various Districts' matters during the months of June and July 2023, were approved, and the Chief Engineer and General Manager was authorized to have a warrant drawn in full payment of the invoice, the charges to be distributed to the affected Districts.

REGULAR AGENDA

RE: WASTEWATER MANAGEMENT
CHINO BASIN WASTEWATER LINE
REHABILITATION - AWARD CONTRACT
NO. 5563 TO CHARLES KING COMPANY
ORDER SECRETARY TO EXECUTE

The *Chino Basin Wastewater Line Rehabilitation* (Project) will consist of rehabilitation of approximately 2,400 feet of 24-inch to 36-inch-diameter corroded concrete pipe and appurtenant structures that were constructed in 1954 and 1968. The work is located within the City of Pomona as was shown on the map attached to the agenda.

The bid summary/recommendation to award was attached to the agenda. Staff has determined that the Project is exempt or otherwise not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to California Public Resources Code Sections 21080(b)(4) and Title 14 of the California Code of Regulations ("CEQA Guidelines") Section 15301. This item is consistent with the Districts' Guiding Principles to protect financial and facility assets through prudent investment and maintenance programs; and commitment to operational excellence (protection of public health and the environment, regulatory compliance, and cost effective-ness). The bids received at the District's office on August 31, 2023, for construction of the Project are as follows:

<u>BIDDER</u>	<u>TOTAL BID</u>
Charles King Company	\$2,312,345.00
Southwest Pipeline & Trenchless Corp.	\$2,388,581.00
SAK Construction, LLC	\$2,450,502.00
Insituform Technologies	\$2,455,945.00

The bid of Charles King Company was the lowest bid received and that Charles King Company was the lowest, regular, responsible bidder for the work, and a recommendation was made to award a contract to Charles King Company at the unit prices stated in its bid amounting to approximately \$2,312,345. Furthermore, a recommendation was made to order staff to review the insurance and surety bonds for performance and payment and, if sufficient, order the Secretary to execute the contract with Charles King Company for construction of the Project.

Upon motion of Director Argumedo, duly seconded and unanimously carried by a roll-call vote, Contract No. 5563 for construction of the *Chino Basin Wastewater Line Rehabilitation* was awarded to the lowest, regular, responsible bidder, to wit: Charles King Company at the unit prices stated in its bid amounting to approximately \$2,312,345. Furthermore, the Board of Directors of County Sanitation District No. 5563 of Los Angeles County ordered the staff to review the insurance and surety bonds for performance and payment and, if sufficient, ordered the Secretary to execute the contract with Charles King Company for construction of the Project.

RE: WASTEWATER MANAGEMENT
DOUGLAS AVENUE TRUNK SEWER
REHABILITATION - AWARD
CONTRACT NO. 5560 TO INSITUFORM
TECHNOLOGIES, LLC
ORDER SECRETARY TO EXECUTE

The *Douglas Avenue Trunk Sewer Rehabilitation* (Project) will consist of rehabilitation of approximately 4,995 feet of existing 8-inch to 12-inch-diameter cracked vitrified clay pipe, corroded concrete pipe and appurtenant structures that were constructed in 1925, 1970, and 1981. The work is located within the City of Commerce and unincorporated Los Angeles County as was shown

on the map attached to the agenda. The bid summary/recommendation to award was attached to the agenda. Staff has determined that the Project is exempt or otherwise not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to California Public Resources Code Sections 21080(b)(4) and Title 14 of the California Code of Regulations ("CEQA Guidelines") Section 15301. This item is consistent with the Districts' Guiding Principles to protect financial and facility assets through prudent investment and maintenance programs; and commitment to operational excellence (protection of public health and the environment, regulatory compliance, and cost effectiveness). The bids received at the District's office on August 24, 2023, for construction of the Project are as follows:

BIDDER

TOTAL BID

Insituform Technologies, LLC	\$1,126,334.00
Nor-Cal Pipeline Services	\$1,232,240.00
Southwest Pipeline & Trenchless Corp.	\$1,331,708.00

The bid of Insituform Technologies, LLC, was the lowest bid received and that Insituform Technologies, LLC, was the lowest, regular, responsible bidder for the work, and a recommendation was made to award a contract to Insituform Technologies, LLC, at the unit prices stated in its bid amounting to approximately \$1,126,334. Furthermore, a recommendation was made to order staff to review the insurance and surety bonds for performance and payment and, if sufficient, order the Secretary to execute the contract with Insituform Technologies, LLC, for construction of the Project.

Upon motion of Director Argumedo, duly seconded and unanimously carried by a roll-call vote, Contract No. 5560 for construction of the *Douglas Avenue Trunk Sewer Rehabilitation* was awarded to the sole bidder/lowest, regular, responsible bidder, to wit: Insituform Technologies, LLC, at the unit prices stated in its bid amounting to approximately \$1,126,334. Furthermore, the Board of Directors of County Sanitation District No. 2 of Los Angeles County ordered the staff to review the insurance and surety bonds for performance and payment and, if sufficient, ordered the Secretary to execute the contract with Insituform Technologies, LLC, for construction of the Project.

RE: WASTEWATER MANAGEMENT
WATER SOFTENER SYSTEM AT THE JOINT
WATER POLLUTION CONTROL PLANT
REPORT ON BIDS AND AWARD OF ORDER

On July 25, 2023, three bids were received at the District's office to *Furnish and Deliver a Water Softener System at the Joint Water Pollution Control Plant (JWPCP)*. Soft water is used for air quality emissions control in the gas turbines as well as make up water for the high-pressure

steam cycle at the Total Energy Facility (TEF) at the JWPCP. The existing water softener system, last replaced in 2009, is in poor condition and has deteriorated beyond repair. Replacement is necessary to achieve the high purity water needed for TEF operations. Three bids were received and R.F. MacDonald was the lowest, responsive, responsible bidder. The bid summary/recommendation to award was attached to the agenda. This item is consistent with the Districts' Guiding Principle to protect financial and facility assets through prudent investment and maintenance programs. A recommendation was made to authorize the Chief Engineer and General Manager, in his capacity as Purchasing Agent, to award a purchase order to the low, responsive bidder meeting District specifications, R.F. MacDonald, in the amount of approximately \$170,740.

Upon motion of Director Argumedo, duly seconded and unanimously carried by a roll-call vote, the Purchasing Agent was authorized to issue a purchase order to the low, responsive bidder meeting District specifications, R.F. MacDonald, to *Furnish and Deliver a Water Softener System at the Joint Water Pollution Control Plant*, in the amount of approximately \$170,740 and in accordance with the bids received July 25, 2023.

RE: WASTEWATER MANAGEMENT
COMPTON FIELD OFFICE - REPLACEMENT
OF MODULAR OFFICE BUILDING
AUTHORIZE ISSUANCE OF PURCHASE
ORDER TO WILLIAMS SCOTSMAN, INC.

The existing Modular Office Building (MOB) at the Compton Field Office (CFO) was installed in 1991 and is utilized by the Sewer Inspection, Sulfide & Odor Control Monitoring and Electrical & Instrumentation Groups. The MOB has reached the end of its useful life and is rapidly deteriorating with urgent repairs needed

for many areas including the heating, ventilation and air conditioning (HVAC) and electrical systems, roof, restrooms, carpeting, and cubicles. Staff recommends the purchase of a new MOB from Williams Scotsman, Inc., (WillScot) through the Omnia Partners Master Intergovernmental Cooperative Purchasing Agreement (Omnia Partners). Omnia Partners provides nationally leveraged and competitively solicited purchasing contracts. Purchasing the MOB through Omnia Partners is the most cost-effective means of procurement. This item is consistent with the Districts' Guiding Principles of commitment to fiscal responsibility and prudent financial stewardship; and commitment to operational excellence (protection of public health and the environment, regulatory compliance, and cost effectiveness). A recommendation was made to authorize the Chief Engineer and General Manager, in his capacity as Purchasing Agent, to issue a purchase order to WillScot in the amount of approximately \$566,319 for the replacement of the MOB at the CFO.

Upon motion of Director Argumedo, duly seconded and unanimously carried by a roll-call vote, the Purchasing Agent was authorized to issue a purchase order to Williams Scotsman, Inc., for the replacement of the Modular Office Building at the Compton Field Office, at a cost of approximately \$566,319.

RE: FACILITIES PLANNING
RENEWAL OF CLOUD HOSTING SERVICES
FOR E-BUSINESS SUITE AND WORK AND
ASSET MANAGEMENT SOFTWARE
AUTHORIZE ISSUANCE OF PURCHASE
ORDER TO ORACLE AMERICA, INC.

The Board previously approved a purchase order to Oracle America, Inc., (Oracle) to provide cloud hosting services for the E-Business Suite (EBS) and Work and Asset Management (WAM) business applications, which are used Districts-wide to manage human and financial resources and operational assets. Using Oracle to provide cloud hosting services is the most cost-

effective approach to ensure compatibility with, and support of, the existing EBS and WAM systems. The Districts will only pay for actual usage under this renewal, and the total cost is based on average usage from the previous year plus a reserve to cover expected expansions and usage fluctuations. This item is consistent with the Districts' Guiding Principles to provide reliable and responsible services with safety first; and commitment to fiscal responsibility and prudent financial stewardship. A recommendation was made to authorize the Chief Engineer and General Manager, in his capacity as Purchasing Agent, to issue a purchase order to Oracle in the amount of approximately \$750,000 for the renewal of cloud hosting services for EBS and WAM software for a one-year period.

Upon motion of Director Argumedo, duly seconded and unanimously carried by a roll-call vote, the Purchasing Agent was authorized to issue a purchase order to Oracle America, Inc., for the renewal of cloud hosting services for E-Business Suite and Work and Asset Management software for a one-year period, at a cost of approximately \$750,000.

RE: WASTEWATER MANAGEMENT
CLOSED CIRCUIT TELEVISION INSPECTION
SERVICES OF 500 MILES OF SEWER
AUTHORIZE ISSUANCE OF PURCHASE
ORDER TO REDZONE ROBOTICS

The Districts' wastewater collection system has approximately 1,400 miles of sewers which require regularly scheduled inspection to assess condition and identify maintenance needs. It is anticipated that the Districts will require approximately 250 miles per year of contractor Closed Circuit Television (CCTV) inspection services to

complete all scheduled inspections. Proposals were solicited for two years of inspections and two contractors submitted proposals. RedZone Robotics submitted the highest rated proposal based on qualifications, quality of sample inspections, and cost. Two 2-year extensions may be granted after completion of the first two years of sewer inspection services. Staff has determined that the activities described herein are exempt or otherwise not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations ("CEQA Guidelines") Section 15301. This item is consistent with the Districts' Guiding Principle to protect financial and facility assets through prudent investment and maintenance programs. A recommendation was made to authorize the Chief Engineer and General Manager, in his capacity as Purchasing Agent, to issue a purchase order to RedZone Robotics in the amount of approximately \$5,210,000 for CCTV inspection services of 500 miles of sewer over a two-year period.

Upon motion of Director Argumedo, duly seconded and unanimously carried by a roll-call vote, the Purchasing Agent was authorized to issue a purchase order to RedZone Robotics for closed circuit television inspection services of 500 miles of sewer over a two-year period, at a cost of approximately \$5,210,000.

RE: FINANCIAL MANAGEMENT - ENHANCED
DISINFECTING DAY PORTER SERVICES AT
VARIOUS DISTRICTS' FACILITIES - CONFIRM
PURCHASE ORDERS TO PREMIER PROPERTY
PRESERVATION LLC, VALLEY MAINTENANCE
CORP., DMS FACILITY SERVICES, INC.

Enhanced disinfecting services were requested during the COVID-19 emergency to provide additional cleaning to high touch surfaces and common areas such as lobbies, restrooms, lunchrooms, conference rooms, doorknobs, copy machines, etc., at various Districts' facilities using specialized disinfecting products. When the emergency order was rescinded, these services

continued because they help to prevent cross contamination and the spread of other viruses. This practice aids in providing a hygienic work environment for employees and the public and will be integrated into the standard janitorial contract beginning January 2024. This item is consistent with the Districts' Guiding Principles of commitment to fiscal responsibility and prudent financial stewardship; and commitment to provide reliable and responsible services with safety first. A recommendation was made for the Board to confirm the issuance of purchase orders to Premier Property Preservation LLC in the amount of approximately \$96,750; Valley Maintenance Corp. in the amount of approximately \$356,074; and DMS Facility Services, Inc., in the amount of approximately \$614,764 for enhanced disinfecting day porter services at various Districts' facilities.

Upon motion of Director Argumedo, duly seconded and unanimously carried by a roll-call vote, the Board confirmed the issuance of purchase orders to Premier Property Preservation LLC, Valley Maintenance Corp., and DMS Facility Services, Inc., in the amounts of \$96,750, \$356,074, and \$614,764, respectfully, for enhanced disinfecting day porter services at various Districts' facilities.

RE: RUSTIC AND SULLIVAN CANYONS
PROPERTY IN CITY OF LOS ANGELES
AMENDMENT TO GRANT OF EASEMENT
NO. 213 - SOUTHERN CALIFORNIA GAS
COMPANY

The Chief Engineer and General Manager presented the proposed *Amendment to Grant of Easement No. 213* (Amendment), granting to the Southern California Gas Company (SCGC) an easement involving District property located in the City of Los Angeles. In 2009, the Districts granted a non-exclusive easement to SCGC to

install, operate, and maintain a gas pipeline through undeveloped property owned by the Districts in the Santa Monica Mountains. The property was originally acquired using Los Angeles County funds to construct a new landfill, but the Board subsequently designated it as the Marvin Braude Nature Preserve. Due to erosion resulting from the rainstorms in early 2023, a portion of the buried pipeline has been exposed. SCGC is planning to relocate the exposed pipeline along a new alignment through the property. The proposed Amendment updates the legal description and map in the easement to reflect the location of the relocated pipeline. Staff has determined that approval of the Amendment does not constitute a "Project" under the California Environmental Quality Act (CEQA) pursuant to California Public Resources Code Section 21065 and Title 14 of the California Code of Regulations ("CEQA Guidelines") Section 15378. This item is consistent with the Districts' Guiding Principle to maximize use of our assets and resources (recycled water, recyclables, and energy). A recommendation was made that said Amendment be approved and order executed and recorded.

Upon motion of Director Argumedo, duly seconded and unanimously carried by a roll-call vote, *Amendment to Grant of Easement No. 213*, granting to the Southern California Gas Company an easement to relocate the exposed pipeline, a description of which is contained in District's files, was approved; and the Chairperson and Secretary were authorized and instructed to execute said *Amendment to Grant of Easement No. 213* on behalf of the District, and the Secretary was instructed to have said document recorded.

RE: WASTEWATER MANAGEMENT
JOINT WATER POLLUTION CONTROL
PLANT - ENGINEERING SERVICES
AGREEMENT - CAROLLO ENGINEERS,
INC. - CONTRACT NO. 5565 - APPROVE

Engineering support is required to assist Districts' staff in creating uniform seismic evaluation criteria for use in performing seismic evaluations of Districts' facilities and in completing the seismic evaluation of facilities at the Joint Water Pollution Control Plant (JWPCP). Following a Request for Proposals process, of the two

firms which submitted a proposal, Carollo Engineers, Inc., (Carollo) was ranked as the most qualified to provide the required services at competitive rates. Carollo's team has extensive experience with seismic analysis and design of the facilities being considered and has the expertise and resources to complete the work in the time available. This item is consistent with the Districts' Guiding Principle of commitment to operational excellence (protection of public health and the environment, regulatory compliance, and cost effectiveness). A recommendation was made to approve and order executed an *Engineering Services Agreement* (Agreement) with Carollo in the amount of approximately \$1,899,492 for *Seismic Resilience Program Criteria and Joint Water Pollution Control Plant Seismic Evaluation*.

Upon motion of Director Argumedo, duly seconded and unanimously carried by a roll-call vote, the Board of Directors of County Sanitation District No. 2 of Los Angeles County found and determined that it would be to the advantage of the District to enter into an *Engineering Services Agreement* with Carollo Engineers, Inc., providing for *Seismic Resilience Program Criteria and Joint Water Pollution Control Plant Seismic Evaluation*, as set forth in the Agreement and under terms and conditions contained therein. All the terms and conditions of the *Engineering Services Agreement*, Contract No. 5565, dated September 27, 2023, were accepted and approved, and the Chairperson and Secretary were authorized to execute the Agreement on behalf of the District.

RE: DISTRICTS' EMPLOYEE ALTERNATIVE
WORK SCHEDULES AND TELEWORK
PROGRAM AND POLICY - DISCUSS

The Chief Engineer and General Manager stated that at the last Board meetings on September 13, 2023, Susan Chatman, a retiree, spoke about alternative work schedules and the telework policy available to employees. Director

Hahn, County of Los Angeles, requested a report to District No. 2. The Chief Engineer and General Manager gave a brief report on the Districts' alternative work schedules and the *Telework Program and Policy* (telework program) to the Personnel Committee earlier today, and the policy was attached to Directors' agendas. He advised that Districts' management tries to provide as much flexibility as possible in the alternative work schedules and telework program, as long as there is no interference with service as the primary function of the Districts is to protect public health and the environment.

He showed a slide of all the employee units. All units are able to work alternative schedules. Each section has the autonomy to choose their work schedules (e.g., five 8-hour workdays per week [5/40 conventional work schedule], 9-hour workdays with every other Friday off [9/80 schedule], or four 10-hour workdays with every Friday off [4/10 schedule]).

The Districts has an extensive telework program which is available to all units, except for the Blue Collar Unit (Treatment Plant Operators, Pumping Plant Operators, Maintenance Workers, and other field workers) and Energy Recovery Unit (Power Plant Operators) who work 100 percent in the field.

Alternative schedules are available to all bargaining units. Eligibility for alternative schedules is based on operations. Some areas are not conducive to alternative schedules or employees elected not to have alternative schedules. He showed a table of the number of employees with the 5/40 (703 employees), 9/80 (875 employees), and 4/10 (92 employees) schedules. Approximately two-thirds of staff are working alternative schedules.

In response to Director Hahn, County of Los Angeles, the Chief Engineer and General Manager advised that Ms. Chatman was eligible for a 9/80 alternative schedule while employed at the Compton Field Office.

Telework was offered to staff as an emergency measure in response to COVID-19. The current *telework program* was implemented in 2021 following negotiations with the AFSCME Union and the Confidential Unit. The conditions for Telework are as follows: after successful completion of probation; three days per week in the office (which allows for valuable face-to-face interaction); and typically teleworking on Monday/Friday. Over half of the employees are authorized for telework. Authorization for telework is based on the work and may differ between and within classifications; and provided that there is no impact to service. For example, an office engineer is eligible for telework, but an energy plant engineer is not eligible for telework and must oversee staff. The telework program is still going through fine tuning for some field workers, including Construction Management. While overseeing construction projects, staff may start their workdays at the site and end their workdays at home for flexibility when conditions permit.

He advised that as time moves forward, the *telework program* will be evaluated for factors that work and do not work. The Districts also offers transfer opportunities, so employees have the ability to take advantage of telework-eligible positions. Districts' management will continue to work through any issues with the matter and will update District No. 2 regarding any changes to alternative work schedules and telework schedules.

Director Hahn stated that Ms. Chatman stated that the Districts was taking on more work than can be handled.

In response to Director Hahn, the Chief Engineer and General Manager stated that the Districts instituted several programs in a proactive effort to prevent a Sanitary Sewer Overflow (SSO) following the Carson SSO. Ms. Chatman and her staff were responsible for learning how to use the new high-definition cameras and processes. The Districts is still in the process of increasing staff and using artificial intelligence.

Upon motion of Director Taj, duly seconded and unanimously carried, the meeting was adjourned.

Cathy Warner

CATHY WARNER
Chairperson

ATTEST:

Kimberly S. Christensen

KIMBERLY S. CHRISTENSEN
Secretary

/cc