

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
COUNTY SANITATION DISTRICT NO. 14
HELD AT THE ANTELOPE VALLEY
TRANSIT AUTHORITY

December 14, 2023
11:30 o'clock, A.M.

The Board of Directors of County Sanitation District No. 14 of Los Angeles County met in regular session.

There were present: Laura Bettencourt, Director from Palmdale
Kathryn Barger, Alternate Director from Los Angeles County
Marvin Crist, Chairperson pro tem, Alternate Director from Lancaster

Absent: None

Also present: Kimberly S. Christensen, Secretary to the Board
Brant Dveirin, District Counsel

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: DIRECTOR FROM LOS ANGELES COUNTY A certificate from the Executive Officer-Clerk of the Board of Supervisors of the County of Los Angeles was presented to the Secretary certifying that pursuant to Section 7 of the Rules of the Board of Supervisors, Supervisor Lindsey Horvath assumed the Office of Chairmanship of the Board of Supervisors at 9:30 a.m., on Tuesday, December 5, 2023, to serve in such capacity until December 4, 2024, or until the election or succession of her successor, which automatically places Supervisor Horvath on the Board of Directors of this District.

Upon motion of Director Barger, duly seconded and unanimously carried, the certificate was accepted and ordered filed.

RE: MINUTES Upon motion of Director Barger, duly seconded and unanimously carried, the minutes of the special meeting held November 9, 2023, were approved.

RE: DISTRICT EXPENSES The following expenses for the month of September 2023, were presented and upon motion of Director Barger, duly seconded and unanimously carried, were approved:

Local District Expenses:	
Operations & Maintenance	\$1,243,489
Capital	303,463
Legal	1,752
Allocated Expenses:	
Joint Administration	160,675
Technical Support	176,346
Legal	<u>10,955</u>
Total Expenses	<u>\$1,896,680</u>

RE: WASTEWATER MANAGEMENT AVENUE H TRUNK SEWER REHABILITATION AWARD CONTRACT NO. 5586 TO INSITUFORM TECHNOLOGIES, LLC ORDER SECRETARY TO EXECUTE The *Avenue H Trunk Sewer Rehabilitation* (Project) will consist of rehabilitation of approximately 8,781 feet of 12-inch to 30-inch-diameter corroded concrete pipe and appurtenant structures that were constructed in 1953 and 1967. The work is located within the City of Lancaster 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 November 9, 2023, for construction of the Project are as follows:

<u>BIDDER</u>	<u>TOTAL BID</u>
Insituform Technologies, LLC	\$3,971,495.00
Southwest Pipeline & Trenchless Corporation	\$4,026,604.00
Sancon Technologies, Incorporated	\$4,208,191.00

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 \$3,971,495. 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 Barger, duly seconded and unanimously carried, Contract No. 5586 for construction of the *Avenue H 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 \$3,971,495. Furthermore, the Board of Directors of County Sanitation District No. 14 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: JOINT ADMINISTRATION
PURCHASING POLICY - ADOPT

The Chief Engineer and General Manager advised that as part of the continuing effort to ensure the Districts follows best practices as it relates to financial matters,

revisions to the Purchasing Policy are being recommended. The Districts' Purchasing Policy establishes rules for purchase of materials, supplies, equipment, services, and construction projects. Proposed revisions to the policy clarify several sections and modify the provisions for emergency orders and contracts. At the November Board meeting, staff was directed to make changes to notification requirements related to emergency actions specified in Section 3.3 to reduce the threshold for Board Chairperson notification and concurrence. The originally proposed threshold was \$500,000 and it was reduced to \$200,000 for all operations outside of the Joint Outfall System. These changes are included in the revised Purchasing Policy that was attached to the agenda. This item is consistent with the Districts' Guiding Principles of commitment to fiscal responsibility and prudent financial stewardship; and to plan for both short-term and long-term needs to minimize the need for significant rate increases. A recommendation was made that the Purchasing Policy be approved and adopted.

The Chairperson pro tem advised Director Barger that last month's item had a \$500k limit and the Board made a motion to defer the item and to come back with a reduction to the limit.

Upon motion of Director Bettencourt, duly seconded and unanimously carried, the Purchasing Policy was considered, approved, and adopted.

RE: STATUS REPORT/DIRECTOR COMMENTS
ITEMS NOT LISTED ON AGENDA

Budget. The Chief Engineer and General Manager advised that preliminary budget rates will be brought to the Board in January.

Palmdale/Lancaster Water Reclamation Plants - Solar Projects. The Chief Engineer and General Manager advised that a solar project update and proposed agreement will be provided in January.

The meeting was adjourned by the Chairperson pro tem in honor of the passing of Mike Kuper, Deputy, Lancaster Sheriff Station.

ATTEST:

MARVIN CRIST
Chairperson pro tem

KIMBERLY S. CHRISTENSEN
Secretary

/ee