NORTH SAN MATEO COUNTY SANITATION DISTRICT

a subsidiary of the City of Daly City

333 – 90TH STREET, DALY CITY, CALIFORNIA 94015-1895

(650) 991-8127

REGULAR MEETING – BOARD OF DIRECTORS

Monday, September 22, 2014 - 6:45 PM
City Hall Council Chambers – 2nd Floor
333 – 90th Street, Daly City, CA 94015

AGENDA

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the City Clerk at 991-8078. *We will need **FIVE (5) WORKING DAYS BEFORE ANY FUTURE MEETINGS** to make any necessary accommodations.*

CALL TO ORDER:

ROLL CALL:

APPROVAL OF AGENDA:

CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and may be approved by one roll call vote of the Board of Directors. There shall be no separate discussion of the matters on the Consent Agenda unless requested by a member of the Board. If discussion is required, that item will be removed from the Consent Agenda and will be considered separately at the end of the Agenda.

Minutes:

1. Regular Meeting of August 11, 2014

END OF CONSENT AGENDA

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

NOTE: Speakers are limited to two minutes, unless modified by the Chair. The District cannot take action on any matter raised under this item.

"AVAILABILITY OF PUBLIC RECORDS. All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk's Office, City Hall located at 333 90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body."

NEW BUSINESS:

2. Acceptance of Bids for Roof Replacement for Maintenance Building #2

Staff:
Sweetland/DeBono
Recommended Action:
Adopt Resolution

REPORTS:

3. Board of Directors

4. Staff

ADJOURNMENT:

REGULAR MEETING - BOARD OF DIRECTORS

MINUTES

August 11, 2014

The Board of Directors of the North San Mateo County Sanitation District convened in a Regular Meeting on August 11, 2014, in the City Council Chamber, City Hall, 333 - 90th Street, Daly City, California.

The meeting was called to order by Chair Canepa at 6:45 p.m.

ROLL CALL:

Present: Guingona, Buenaventura, Klatt, Torres, Canepa

Staff Present: General Manager Patricia Martel, District Counsel Kelly Schott, Assistant City Manager Julie Thuy Underwood, Director of Water and Wastewater Resources Patrick Sweetland, and Office Assistant II Angelica Zermeno as Recording Secretary.

APPROVAL OF AGENDA:

Motion was made, seconded (Buenaventura, Guingona) and unanimously approved.

CONSENT AGENDA:

1. **Minutes of Regular Meeting of June 23, 2014**
2. **Sewer Service Charge Appeals – FY 2014/15**
3. **Revenue and Expenditures Summary Report – May 2014**

Motion was made, seconded (Klatt/Guingona) and unanimously carried to adopt the Consent Agenda Regular Meeting of June 23, 2014.

REPORTS:

4. **Board of Directors**

   None.

5. **Staff**

A. Update on Vista Grande Basin Improvement Project

Director of Water and Wastewater Resources Patrick Sweetland provided a Power Point presentation summarizing a July 17th stakeholders update meeting reviewing the progress and schedule of the Vista Grande Drainage Basin Improvement Project. The summary report provided to the Board of Directors noted proposed capital improvements along the existing canal and tunnel to provide for stormwater recharge into Lake Merced to help sustain lake levels. Staff will be making a project presentation before an inter-agency meeting hosted by the US Army Corps of Engineers on August 13, 2014 to solicit input and comment regarding environmental review documents expected to be released by the end of calendar year 2014.

ADJOURNMENT:

Motion was made, seconded (Buenaventura, Guingona) and unanimously carried to adjourn the Special Meeting at 6:59 p.m.

Item # 2

Agenda Report

North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: September 22, 2014

Subject: Acceptance of Bids for Roof Replacement for Maintenance Building #2

Recommended Action

Accept all bids, waive any minor inconsistencies, and authorize staff to execute a purchase order with the lowest responsible bidder, Stronger Building Services of Hayward, for the roof replacement for Maintenance Building #2, in the amount of $74,000 using District supplied materials.

Background

The roof has exceeded its expected years of service and has begun to leak. Staff performed spot repairs in 2011 to stop leaks into the upper floor of the warehouse in Maintenance Building #2, but a new roof is needed.

Discussion

Maintenance Building #2 houses the D.W.W.R. Central Warehouse, the Plant & Equipment Maintenance welding/fabrication room and garage space for 6 D.W.W.R. vehicles and an electric forklift.

Bids were obtained from three vendors to replace the roof with District supplied materials:

Stronger Builder Services	$74,000
Pioneer Contractors	$75,920
Fidelity Roofing	$88,000

Stronger Building Services possesses a requisite CSLB license #955618, in good standing, and have been in business since 2010. They have not performed work for the City of Daly City previously, but have provided a favorable record working for Municipalities and Districts to include:

Alameda Unified School District: Academy of Alameda and Haight Elementary School	Asphalt roofing	$504,750
City of Vallejo: Naval Museum	Asphalt roofing	$260,594
City of Hayward Executive Terminal at airport	Metal roofing	$152,400

The District will purchase the roofing materials from the Garland Company who submitted a quote of $40,019 for all the materials necessary to complete the roof. The Garland Company is a member of the U.S. Communities Government Purchasing Alliance. U.S. Communities is a nationwide purchasing cooperative that allows public agencies to pool their purchasing power through nationally solicited contracts that have been competitively bid in keeping with the national and regional requirements of participating agencies.

Fiscal Impact

Total cost for the replacement of the roof, including materials, is $114,019.

Sufficient funds are available in Sanitation Fund Capital 87-920-991, Maintenance Building #2 Roof Replacement.

Staff is available to provide any additional information desired by the Chair or Members of the Board of Directors.

Respectfully submitted,

George DeBono
P&E Maintenance Supervisor

Patrick Sweetland
Director of Water and Wastewater Resources