

Engineering Committee Meeting Minutes
San Juan Water District
June 24, 2024
4:00 p.m.

Committee Members: Dan Rich, Chair
Ken Miller, Member

District Staff: Paul Helliker, General Manager
Tony Barela, Director of Operations
Donna Silva, Director of Finance
Andrew Pierson, Director of Engineering Services
Adam Larsen, Field Services Manager
Greg Turner, Water Treatment Manager
Mark Hargrove, Senior Engineer
Mike Spencer, Chief Operator
Teri Grant, Board Secretary/Administrative Assistant

Topics: Annual Paving Services Agreement Amendment with Sierra National Asphalt (R)
Residential Meter Replacement Plan – Meter Purchase FY 2024-25 (R)
Residential Meter Replacement Plan – Endpoint Purchase FY 2024-25 (R)
Air Release Valve Replacement Program (R)
WTP Filter Backwash Hood Facilities Rehabilitation Project – Electrical Equipment
Pre-purchase (W)
Lime Silo Recoating Project (W)
“On-Call” Installation Services, FY 2024-2025 (W & R)
Solar Field Monitoring and Maintenance Contract (W & R)
Other Engineering Matters
Public Comment

1. Annual Paving Services Agreement Amendment with Sierra National Asphalt (R)

Mr. Larsen provided a written staff report which will be included in the Board packet. He explained that this is the first renewal of the contract that includes three annual renewal options for the Annual Paving Services agreement with Sierra National Asphalt.

The Engineering Committee recommends consideration of a motion by the Board to authorize and approve Amendment #1 to the Annual Paving Services agreement with Sierra National Asphalt for FY 2024-25

2. Residential Meter Replacement Plan – Meter Purchase FY 2024-25 (R)

Mr. Barela provided a written staff report which will be included in the Board packet. He explained that this current request is for the third annual purchase of residential meters and coils as part of the District’s Meter Replacement Program and for new service connections throughout the District related to development.

The Engineering Committee recommends consideration of a motion by the Board to authorize the purchase of residential meters from Badger Meter, Inc.

3. Residential Meter Replacement Plan – Endpoint Purchase FY 2024-25 (R)

Mr. Barela provided a written staff report which will be included in the Board packet. He explained that this current request is for the third annual purchase of endpoints as part of the District's Meter Replacement Program and for new service connections throughout the District related to development. He informed the committee that the District should have all meters completely converted to radio-read by the end of December 2024. He explained that the next phase is to convert to monthly billing which will be coordinated with Customer Service and Finance

The Engineering Committee recommends consideration of a motion by the Board to authorize the purchase of residential meter endpoints from Aqua Metric Sales Company

4. Air Release Valve Replacement Program (R)

Mr. Hargrove provided a written staff report which will be included in the Board packet. He explained that this is the second renewal of the contract that includes three annual renewal options for the District's Air Release Valve Replacement Program. The committee discussed the timeline for replacing the ARVs and staff explained the program and requirements.

The Engineering Committee recommends consideration of a motion by the Board to authorize and approve Amendment No. 2 for professional engineering services to Bennett Engineering Services, Inc.

5. WTP Filter Backwash Hood Facilities Rehabilitation Project – Electrical Equipment Pre-purchase (W)

Mr. Hargrove provided a written staff report which will be included in the Board packet. He explained that the consultant, Kennedy Jenks (KJ), started design for the WTP Filter Backwash Hood Facilities Rehabilitation Project. KJ recommends that the electrical MCPs and VFDs be pre-purchased by the District 5-6 months in advance of the anticipated construction start date of December 2024.

The Engineering Committee recommends consideration of a motion by the Board to authorize and approve purchase of electrical equipment from Primex Controls Inc.

6. Lime Silo Recoating Project (W)

Mr. Hargrove provided a written staff report which will be included in the Board packet. He explained that the project includes all preparations and painting of the interior and exterior of the Water Treatment Plant's Lime Silo.

The Engineering Committee recommends consideration of a motion by the Board to authorize and approve award of construction contract to River City Painting, Inc.

7. "On-Call" Installation Services, FY 2024-2025 (W & R)

Mr. Larsen provided a written staff report which will be included in the Board packet. He explained that the initial contract duration is for FY 2024-25, with three optional one-year renewals for the annual installation services contract with Flowline Contractors Inc.

The Engineering Committee recommends consideration of a motion by the Board to authorize the Field Services Manager to sign the Annual Installation Services Contract for FY 2024-25 with Flowline Contractors Inc.

8. Solar Field Monitoring and Maintenance Contract (W & R)

Mr. Turner provided a written staff report which will be included in the Board packet. He explained that the District is relying on onsite observations and readings of solar productivity to gauge the efficiency of the facility due to the termination of the previous contract. Approving the execution of the contract will re-establish continuous monitoring and decrease the annual operation and maintenance costs.

Mr. Barela commented that this is a very important contract which will allow the District to be aware of any issues at the solar facility. He explained that the cost allocation between wholesale and retail was analyzed to determine the correct split for costs related to the solar facility.

The Engineering Committee recommends consideration of a motion by the Board to authorize the Director of Operations to enter into a contract with Northstar Energy Management, LLC (Novasource Power Service) for solar field maintenance and monitoring services (5-year Contract)

9. Other Engineering Matters

Mr. Pierson informed the committee that there will be an item that needs to go to the Board in July, and Mr. Larsen stated that he might have an item as well. The Board Secretary reminded the committee that the next Board meeting is July 17, the third Wednesday of the month instead of the fourth Wednesday. Director Rich stated that those items can go directly to the Board on the consent calendar.

10. Public Comment

There were no public comments.

The meeting was adjourned at 4:30 p.m.