CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT

AGENDA
REGULAR MEETING
WATER BOARD
Tuesday, February 25, 2025 – 9:30 a.m.
MARGARET H. CHANDLER WATER RECLAMATION PLANT
399 CHANDLER PLACE
San Bernardino, California

WATER BOARD

TONI CALLICOTT
President

Commissioners
WAYNE HENDRIX, P.E.
DAVID E. MLYNARSKI
RIKKE V. JOHNSON
THOMAS BRICKLEY

MIGUEL J. GUERRERO, P.E.
General Manager
ROBIN L. OHAMA
Deputy General Manager
STEVE R. MILLER
Director of Water Utility
KEVIN T. STEWART, P.E.
Director of Water Reclamation
CYNTHIA J. MOUSER
Director of Finance
JENNIFER L. SHEPARDSON
Director of Environmental &
Regulatory Compliance

"Trusted, Quality Service since 1905"

Welcome to a meeting of the Water Board of the City of San Bernardino

- The City of San Bernardino Municipal Water Department recognizes its obligation to provide equal access to those individuals with disabilities. Please contact the General Manager's Office (909-384-5191) two working days prior to the meeting for any requests for reasonable accommodation, to include interpreters.
- All documents for public review are on file with the Water Department located at 1350 South "E" Street, San Bernardino or may be accessed online at https://www.sbmwd.org/agendacenter
- Please turn off or mute your cell phone while the meeting is in session.
- Any member of the public desiring to speak to the Water Board concerning any matter not on the agenda, but which is within the subject matter jurisdiction of the Water Board, may address the body during the period reserved for public comments. Said total period for public comments shall not exceed forty-five (45) minutes unless such time limit is extended by the Water Board. A three-minute limitation shall apply to each member of the public unless such time limit is extended by the Water Board. No member of the public shall be permitted to "share" his/her three minutes with any other member of the public.
- The Water Board may refer any item raised by the public to staff for appropriate action or have the item placed on the next agenda of the Water Board. However, no other action shall be taken nor discussion held by the Water Board on any item which does not appear on the agenda unless the action is otherwise authorized in accordance with the provisions of subdivision (b) of Section 54954.2 of the Government Code.
- Public comments will not be received on any item on the agenda when a public hearing has been conducted and closed.

THE SAN BERNARDINO MUNICIPAL WATER DEPARTMENT ENCOURAGES THE PUBLIC TO VIEW THIS WATER BOARD MEETING ONLINE. THE MEETING WILL BE LIVE STREAMED VIA YOUTUBE AT: https://bit.ly/YouTubeSBWater

MEMBERS OF THE PUBLIC WHO WISH TO COMMENT ON MATTERS BEFORE THE WATER BOARD MAY PARTICIPATE IN THE FOLLOWING WAYS:

1. IF ATTENDING IN PERSON, MAY PROVIDE COMMENT AT THE APPROPRIATE TIME DICTATED BY THE AGENDA AND WATER BOARD PRESIDENT.

2. COMMENTS AND CONTACT INFORMATION MAY BE E-MAILED TO Comments@sbmwd.org BY 8:30 A.M. THE DAY OF THE SCHEDULED MEETING TO BE INCLUDED IN THE WRITTEN RECORD.

CALL TO ORDER

ROLL CALL

1. ANNOUNCEMENTS BY MEMBERS OF THE WATER BOARD

2. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA: A three-minute limitation shall apply to each member of the public who wishes to address the Water Board of any item not listed on the agenda. There is no limit on the number of items that may be discussed within the three-minute time limit. **To be called by the Water Board President, please see special public comments instructions above.**

3. PUBLIC COMMENTS ON ITEMS LISTED ON THE AGENDA: A three-minute limitation shall apply to each member of the public who wishes to address the Water Board of any item listed on the agenda, excluding public hearings. There is no limit on the number of items that may be discussed within the three-minute time limit. **To be called by the Water Board President, please see special public comment instructions above.**

4. CONSENT CALENDAR

MOTION: That the motions indicated by consent calendar items 4A through 4E be adopted, except for _______________.

MOTION:________________ SECONDED:___________________

A. PAYROLL

MOTION: Approve the payroll for the pay period beginning February 10, 2025 through February 23, 2025.

B. CONTRACTS AND BILLS

MOTION: Approve the payment of contracts and bills to be presented at this meeting.

C. MINUTES

MOTION: Approve the minutes of February 11, 2025, of the Water Board.

D. A RESOLUTION OF THE WATER BOARD OF THE CITY OF SAN BERNARDINO RECOGNIZING RICHARD PARKER FOR MORE THAN TWENTY YEARS OF DEDICATED SERVICE TO THE CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT.

E. A RESOLUTION OF THE WATER BOARD OF THE CITY OF SAN BERNARDINO RECOGNIZING SALLY DURAN FOR MORE THAN THIRTY-FIVE YEARS OF DEDICATED SERVICE TO THE CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT.

DISCUSSION ITEMS

5. SPEC 2024-P2: PROCUREMENT OF 6-INCH TRAILER-MOUNTED EMERGENCY BYPASS PUMP FROM ROCKWELL ENGINEERING AND EQUIPMENT COMPANY INC.: The Sewer Collections Section seeks to purchase a trailer-mounted, diesel engine-driven, emergency bypass pump with debris chopping capabilities. The requested emergency bypass pump will serve and be shared by the Sewer Collections and Mechanical Maintenance Sections. The pump will be used for bypass situations, scheduled or emergency, within the sewer collections system, at lift stations, or at the wastewater treatment plant. The pump has also been approved as compliant by the Department's Environmental and Regulatory Compliance Division.

Staff issued Request for Proposal (RFP) No. 2024-P2 for Procurement of 6-inch trailer-mounted diesel engine, sound-attenuated emergency bypass pump with debris-chopping capability and received seven (7) responses on January 3, 2025. Staff completed a thorough review of the proposals provided and only Rockwell Engineering provided options that met the Specification requirements.

The funding source for the pump is FY 2024/2025 Sewer - *Capital Outlay Equipment*, with an approved budget of $130,000.00. In order to cover the $151,675.67 cost of the pump (including tax), a transfer of $22,000.00 from Construction Order 2550078 – *Annual* R/R – *Sectional Main Repairs* is necessary.

MOTION: Approve the transfer of TWENTY-TWO THOUSAND AND 00/100 DOLLARS ($22,000.00) from Account 204090-6001 Construction Order 2550078 – A*nnual* R/R – *Sectional Main Repairs* to Account 204020-6008 *Capital Outlay Equipment*; and

Approve the issuance of a Purchase Order to Rockwell Engineering and Equipment Company, Inc as outlined above in the amount of ONE HUNDRED FIFTY-ONE THOUSAND SIX HUNDRED SEVENTY-FIVE AND 67/100 DOLLARS ($151,675.67).

MOTION:________________ SECONDED:____________

6. CONTRACT NO. 1723 – MYERS AND SONS CONSTRUCTION, LLC -CHANGE ORDER NO. 6 – TERTIARY TREATMENT SYSTEM PROJECT (PROJECT NO. C1700194): On April 25, 2023, the Department entered into Contract No. 1723 with Myers & Sons Construction, LLC (Myers), for the construction of the Tertiary Treatment System Project.

Change Order Nos. 1-5 were approved by the General Manager due to additional work and extensions required for this project.

Specification 1723 noted that "PLC programming and modification to existing SCADA HMI will be by the (Department's) System Integrator." This was not discovered until late in the Project. The Department does not currently have a Systems Integrator under contract and does not have the availability internally to complete the work.

Change Order No. 6 in the amount of $153,772.50 has been prepared for this extra work to be performed by PSIA, subcontracted by Myers under Contract No. 1723.

The funding source for this project is the FY 2024/2025 Sewer Treatment Fund Capital Improvement Project titled *CWF-Phase 4 Tertiary Treatment Project* (Project No. C1700194) which currently has sufficient funds to cover this Change Order.

MOTION: Approve the Change Order No. 6 to Contract No. 1723 with Myers & Sons, LLC in the amount of ONE HUNDRED FIFTY-THREE THOUSAND SEVEN HUNDRED SEVENTY-TWO AND 50/100 DOLLARS ($153,772.50); and authorize the General Manager to execute the change order.

MOTION:________________ SECONDED:____________

7. APPROVE FIRST EXTENSION TO AMENDED LEASE AGREEMENT WITH SYMBIOSIS, LLC FOR WATER DEPARTMENT PROPERTY LOCATED AT 484 E. REDLANDS BLVD (APN 0281-071-03,12): The San Bernardino Municipal Water Department owns the property located at 484 E. Redlands Blvd. in San Bernardino. This property has been leased to Symbiosis, LLC (Symbiosis) since 2015 via Lease Agreement. The property is adjacent to a building owned by Symbiosis and is utilized as a parking lot for ambulance vehicles.

In 2019, Symbiosis approached the Department requesting to purchase approximately 1,460 square feet of the Department's property to accommodate a lot line adjustment. On July 23, 2019, the Board approved an Amendment to Lease to account for the reduction in leased area because of the lot line adjustment.

The current lease term expired on January 31, 2025, and included a provision for two (2) ten (10) year extensions. Extension No. 1 extends the lease term from February 1, 2025, through January 31, 2036, and increases the rental amount by 3% from $154.82 per month to $159.46 per month. All other terms and conditions remain the same.

There is no fiscal impact associated with this action.

MOTION: Approve Extension No. 1 to the Amended Lease Agreement with Symbiosis, LLC, extending the lease term from February 1, 2025, through January 31, 2036, increasing the rental amount from $154.82 per month to $201.26 per month; and authorize the General Manager to execute the Extension.

MOTION:_______________ SECONDED:____________

8. REPORTS:

A. Report of the President
B. Report of the Commissioners
C. Report of the Directors
D. Report of the General Manager

9. ADJOURNMENT

The next regular meeting of the Water Board is scheduled for *9:30 a.m., March 11, 2025*, at The Margaret H. Chandler Water Reclamation Plant, 399 Chandler Place, San Bernardino, CA 92408.

City of San Bernardino
Municipal Water Department
399 Chandler Place
San Bernardino, CA 92408
http://www.sbcitywater.org

MINUTES
FOR THE
WATER BOARD OF THE CITY OF SAN BERNARDINO

FEBRUARY 11, 2025

CALL TO ORDER

The Regular Meeting of the Water Board of the City of San Bernardino was called to order by President Toni Callicott at 9:30 AM, Tuesday, February 11, 2025, in-person and livestream via YouTube.

ROLL CALL

Attendee Name	Title	Status	Arrived
Cecilia “Toni” Callicott	President	Present	9:30 AM
Wayne Hendrix	Vice President	Present	9:30 AM
David Mlynarski	Board Member	Absent	N/A
Rikke Johnson	Board Member	Present	9:30 AM
Thomas Brickley	Board Member	Present	9:30 AM
Miguel Guerrero	General Manager	Present	9:30 AM

1. **ANNOUNCEMENTS BY THE BOARD:** None.

2. **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:** Councilmember Treasure Ortiz introduced herself and expressed her appreciation for the work the Department does for the community and extended her full support for the Department.

3. **PUBLIC COMMENTS ON ITEMS LISTED ON THE AGENDA:** None.

4C

4. CONSENT CALENDAR – ITEMS 4A THROUGH 4C:

A. PAYROLL:

	Water Fund	Sewer Treatment	Total
Claims:3011481-3011640			
Accounts Payable	$4,140,949.65	$1,660,800.85	$5,801,750,50
Gross Payroll 01/13/25-01/26/25	$458,104,70	$439,315.54	$897,420.24
TOTALS	$4,599,054.35	$2,100,116.39	$6,699,170.74

Payroll for the pay period beginning January 27, 2025 through February 9, 2025.

B. CONTRACTS AND BILLS: Contracts and bills presented at this meeting.

C. MINUTES: January 28, 2024.

RESULT: **APPROVED 4-0 BY ROLL CALL VOTE W/ 1 ABSENT**
MOVER: R. Johnson
SECONDER: W. Hendrix
ABSTAINED: N/A
ABSENT: D. Mlynarski

DISCUSSION ITEMS

5. MEMORANDUM OF UNDERSTANDING REGARDING LAND DESIGNATION OF APN 0278-181-20 AND A PORTION OF APN 0278-191-30, ALSO KNOWN AS PALM FIELD AND THE ANTIL PLANT SITE: The San Bernardino Municipal Water Department owns two properties located on the north side of East 6th Street, west of Pedley Road. The properties consisted of two parcels, 0278-181-20 and a portion of 0278-191-30, also known as Palm Field and the Antil Plant Site, and total approximately 13.8 acres of land (Palm Field Property). The Antil Plant Site included wells, buildings, booster pumps, and multiple water lines.

In the summer of 2024, City staff requested a meeting with the Water Department to discuss acquiring the Palm Field Property for future City use. On September 13, 2024, an independent appraisal of the Palm Field Property was performed by an independent appraiser contracted by the City. The market value was established at $2,650,000. On December 4, 2024, during a Special Meeting of the Mayor and City Council of the City of San Bernardino, the City Council approved a staff recommendation to allocate $2,650,000 of ARPA funds towards the redesignation of the Palm Field Property.

Redesignation of Water Department property would result in financial gain for the Water Department. The City would transfer the Palm Field Property appraised value of $2,650,000 from the ARPA Fund to the Water Fund.

President Callicott asked if this property would be utilized in conjunction with The School of Hope property.

General Manager Guerrero stated that using this property for further development of The School of Hope site was the City's plan to address the homelessness issue.

Commissioner Johnson asked if the field was being utilized for any sports activities.

General Manager Guerrero stated that it did not look like the field was being used for any type of sports activities recently, due to its condition.

MOTION: Adopt Resolution No. 2025-004, approving the land designation of real property owned by the San Bernardino Municipal Water Department, generally located on the north side of East 6th Street, west of Pedley Road (APN 0278-181-20 and a portion of 0278-191-30). The General Manager was authorized to execute the Memorandum of Understanding.

RESULT:	**APPROVED 4-0 BY ROLL CALL VOTE W/ 1 ABSENT**
MOVER:	T. Brickley
SECONDER:	R. Johnson
ABSTAINED:	N/A
ABSENT:	D. Mlynarski

6. **FISCAL YEAR 2024-2025 MID-YEAR BUDGET REVIEW:** On June 11, 2024, the Water Board approved the Fiscal Year 2024-25 Operating and Capital Improvement Budget. The budget was prepared based on anticipated workloads, planned capital improvement projects, and history and knowledge of upcoming events that may have budgetary impacts.

To keep the Water Board up to date on the San Bernardino Municipal Water Department (Department) fiscal health, staff prepared an analysis of the Department's financial performance through December 2024, representing approximately 50% of the fiscal year completed.

Each year, operational changes, unanticipated events, and circumstances beyond staff's control would have budgetary consequences. In response, staff identified areas that required budget adjustments and areas that experienced savings to meet operational and capital requirements for the balance of the fiscal year.

MOTION: Approve adjustments to the Fiscal Year 2024-25 Operating and Capital Improvement Budget as stated in the staff report.

RESULT: **APPROVED 4-0 BY ROLL CALL VOTE W/ 1 ABSENT**
MOVER: R. Johnson
SECONDER: W. Hendrix
ABSTAINED: N/A
ABSENT: D. Mlynarski

7. **APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE SAN BERNARDINO MUNICIPAL WATER DEPARTMENT AND TKE ENGINEERING, INC. FOR ENGINEERING DESIGN SERVICES FOR THE 58TH AND 59TH STREET AREA PIPELINE REPLACEMENT PROJECT (SPECIFICATION 1848):** On August 27, 2024, staff issued a public Request for Proposals (RFPs) through its PlanetBids system for professional design services for Specification 1848, Engineering Design Services for the 58th and 59th Street Area Pipeline Replacement Project.

The scope of work included utility research, development of construction documents, bid phase assistance, and preparation of record drawings. After reviewing and ranking the proposals, staff determined that TKE Engineering, Inc. (TKE) received the highest overall score and recommend awarding TKE a Professional Services Agreement for *Engineering Design Services for the 58th and 59th Street Area Pipeline Replacement Project*.

The funding source for this project was from the FY 2024/2025 Water Fund Capital Improvement Budget. The Construction Order (CO 11164/C2511164) had $350,000.00 in unencumbered funds to design the pipeline replacement project.

Commissioner Hendrix asked what the amount of hook ups would be for this project.

Director Miller stated there were forty-five (45) services that were a part of this project.

General Manager stated that this project was a major benefit to fire prevention/protection services.

President Callicott asked if the Department was working on other areas that may also benefit and how long it would take to complete all areas.

Director Miller stated that the Department evaluated the high-risk areas and where improvement is needed and would be working to improve those identified areas.

Director Miller stated it would take years to complete every zone, but the Department would work on areas by priority as they are identified.

Commissioner Johnson asked about the longevity of the pipe being used.

Director Miller stated that the longevity of the pipe was approximately sixty (60) plus years and that some existing pipe was approximately one hundred (100) years old.

MOTION: Approve the Professional Services Agreement with TKE Engineering, Inc. for Engineering Design Services for 58th and 59th Street Area Pipeline Replacement Project, for an amount not-to-exceed ONE HUNDRED NINETY-SIX THOUSAND FIVE HUNDRED SEVENTY-SIX DOLLARS AND 00/100 ($196,576.00). The General Manager was authorized to execute the agreement.

RESULT:	**APPROVED 4-0 BY ROLL CALL VOTE W/ 1 ABSENT**
MOVER:	W. Hendrix
SECONDER:	T. Brickley
ABSTAINED:	N/A
ABSENT:	D. Mlynarski

8. **CONTRACT NO. 1824 – TKE ENGINEERING, INC. – CHANGE ORDER NO. 3 – PROFESSIONAL INSPECTION SERVICES FOR BNSF TRACK EXPANSION PROJECT (PROJECT NO. D2311050):** The Department entered into a Utility Relocation Agreement with BNSF Railway Company (BNSF) for developer installed water and sewer facility relocations for the BNSF Ono Lead Track Extension Project in 2023. These modifications required that public sewers and water pipelines and appurtenances be relocated along the project route.

The Department entered into a Professional Services Agreement with TKE Engineering, Inc. (TKE), Contract No. 1824, to provide Professional Inspection Services for the BNSF Track Expansion Project on October 18, 2023.
The original scope of work for the Contract included 640 hours of field inspection services for the water and sewer line relocations, but due to extensive challenges, BNSF had to redesign portions of the project which extended the construction duration.

Change Order No. 3 in the amount of $53,200.00 was prepared for this extra work to be performed by TKE under Contract No. 1824. A time extension of seventy (70) calendar days was recommended to be added to the contract time. Upon Water Board approval, the revised contract end date would be August 16, 2025.

In accordance with Rule and Regulation No. 20, *Application for Water and Wastewater Backbone Infrastructure, Reservoirs, Pump Stations, Transmission Mains, New Sources of Supply, and/or Sewers* BNSF prepaid $274,937.50.00 to the Department in estimated professional inspection services for the project. The funding source for this project was the Utility Relocation Agreement with BNSF titled *BNSF Ono Lead Track Extension Project* (Project No. D2311050), which had sufficient funds to cover the change order. There was no additional fiscal impact on the Department.

MOTION: Approve the Change Order No. 3 to Contract No. 1824 with TKE Engineering, Inc. in the amount of FIFTY-THREE THOUSAND TWO HUNDRED AND 00/100 DOLLARS ($53,200.00). The General Manager was authorized to execute the change order.

RESULT: **APPROVED 4-0 BY ROLL CALL VOTE W/ 1 ABSENT**
MOVER: T. Brickley
SECONDER: R. Johnson
ABSTAINED: N/A
ABSENT: D. Mlynarski

9. REPORTS:

A. Report of the President – None.

B. Report of the Commissioners – Commissioner Johnson gave an update on the CASA Winter Conference to the Water Board that he attended on January 29 – 31, 2025 (report attached).

Commissioner Johnson stated that he appreciated Director Stewart's assistance with discussion items during the conference.

C. Report of the Directors –

1. Director Stewart stated that AI security was a major topic discussed at the CASA Winter Conference and that the technology was present and the need to get ahead of it was imperative to the industry.

   Deputy General Manager Ohama stated that the IT section was researching AI through Microsoft and the section was creating an overall AI Department policy.

2. Deputy General Manager Ohama stated that Water Conservation staff would be attending the Wildwood Neighborhood Association meeting at 6:00 p.m. on Thursday, February 20, 2025.

D. Report of the General Manager –

1. General Manager Guerrero stated that he attended the Mayor & City Council meeting on Wednesday, February 5, 2025, where two (2) Water Department items were approved on the Consent Calendar.

2. General Manager Guerrero stated that he attended the Arrowview Neighborhood Association meeting with Water Conservation staff on Saturday, February 8, 2025, along with County Fire and San Bernardino Police Department staff.

   General Manager Guerrero stated that the main topic of discussion was fire safety due to the recent fires in the Los Angeles area.

   General Manager Guerrero stated that water conservation was also discussed at the meeting.

10. PUBLIC COMMENT ON CLOSED SESSION ITEMS:

1. Anna Zavala commented on Claim #25-011 and stated the main concern finding housing for her family during this time.

2. Gary Zavala commented on Claim #25-011 and stated that the 1970s home was a legacy due to the amount of children that his family had fostered and he wanted to see the right thing done.

11. CLOSED SESSION:

<u>Pursuant to Government Code Section(s):</u>

A. Conference with legal counsel – anticipated litigation – pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9: Claim #25-011.

Commissioner Brickley left the meeting at 10:35 a.m.

Upon a motion by Commissioner Johnson and seconded by Commissioner Hendrix, by a vote of 4-0, the Water Board unanimously voted to:

1. Deny Claim #25-011 and refer the claim to outside legal counsel.
2. Direct staff to work with claimant to finalize the true cost.
3. Direct staff to address claimant's reasonable housing costs for six (6) months.

12. ADJOURNMENT

The next regular meeting of the Water Board was scheduled for *9:30 a.m., February 25, 2025*, at The Margaret H. Chandler Water Reclamation Plant, 399 Chandler Place, San Bernardino, CA 92408.

By: ___________________________
Miguel J. Guerero, P.E.
General Manager

RESOLUTION NO. 2025-005

A RESOLUTION OF THE WATER BOARD OF THE CITY OF SAN BERNARDINO RECOGNIZING RICHARD PARKER FOR MORE THAN TWENTY YEARS OF DEDICATED SERVICE TO THE CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT.

WHEREAS, Richard first entered into employment with the City of San Bernardino Municipal Water Department on August 23, 2004, as a Water and Water Reclamation Worker; and

WHEREAS, Richard achieved a promotion during his tenure from Water and Water Reclamation Worker to Water Utility Worker I; and

WHEREAS, Richard exhibited a positive attitude daily on several assignments including USA locates, small meter maintenance, fire hydrant maintenance, meter testing, and dealing with customers in the field; and

WHEREAS, Richard explained Department policies professionally to staff and solved customer complaints effectively ; and

WHEREAS, Richard demonstrated a coaching mindset by continuing to aide in training newer staff in meter maintenance, small meter testing, and the Fort Water Meter Test Bench; and

WHEREAS, Richard was crucial in completing expedited damaged register and backordered meter work orders; and

WHEREAS, Richard accurately located and completed Dig Alert tickets while working with the Department's GIS and Distribution sections to resolve issues; and

WHEREAS, Richard created and maintained a list of locations where meters were replaced without 100w endpoints due to material shortage which added to the productivity of the Distribution Maintenance section by having a list of locations readily available for when 100w endpoints returned in stock; and

WHEREAS, Richard formally retired from the City of San Bernardino Municipal Water Department on December 26, 2024.

NOW, THEREFORE, BE IT RESOLVED that the Water Board of the City of San Bernardino hereby commends Richard Parker for his dedicated and loyal service to the City of San Bernardino Municipal Water Department and wishes him a long and pleasurable retirement.

BE IT FURTHER RESOLVED that this Resolution be presented to Richard Parker.

I HEREBY CERTIFY that the foregoing resolution was duly adopted by the Water Board of the City of San Bernardino at a regular meeting thereof, held on the 25th day of February 2025.

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Toni Callicott, President

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Wayne Hendrix, Commissioner

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David E. Mlynarski, Commissioner

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Thomas Brickley, Commissioner

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Rikke V. Johnson, Commissioner

RESOLUTION NO. 2025-006

A RESOLUTION OF THE WATER BOARD OF THE CITY OF SAN BERNARDINO RECOGNIZING SALLY DURAN FOR MORE THAN THIRTY-FIVE YEARS OF DEDICATED SERVICE TO THE CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT.

WHEREAS, Sally first entered into employment with the City of San Bernardino Municipal Water Department on March 13, 1989, as a Water Utility File/Mail Clerk; and

WHEREAS, Sally achieved numerous promotions during her tenure from Water Utility File/Mail Clerk to Records Management Clerk (Engineering Division), Records Management Coordinator, Technical Assistant, and lastly Administrative Coordinator; and

WHEREAS, Sally's ability to find errors in writing and correct the grammar and technical correspondence proved invaluable to the Engineering section; and

WHEREAS, Sally's involvement with the creation of the Water Standard Specifications and Drawings and the Uniform Standards For Design and Construction for Water System Improvements was instrumental to their development; and

WHEREAS, Sally was instrumental in the reorganization of the W-drive on the Water Utility server, working diligently with Staff to coordinate the large endeavor; and

WHEREAS, Sally excelled and provided invaluable support in permit renewals and regulatory compliance reporting while also coordinating the Department's annual report to the State Water Board; and

WHEREAS, Sally continuously completed high-quality work, such as the Electronic Annual Report, monthly regulatory reporting, and annual Water Utility budget preparation; and

WHEREAS, Sally formally retired from the City of San Bernardino Municipal Water Department on December 20, 2024.

NOW, THEREFORE, BE IT RESOLVED that the Water Board of the City of San Bernardino hereby commends Sally Duran for her dedicated and loyal service to the City of San Bernardino Municipal Water Department and wishes her a long and pleasurable retirement.

BE IT FURTHER RESOLVED that this Resolution be presented to Sally Duran.

I HEREBY CERTIFY that the foregoing resolution was duly adopted by the Water Board of the City of San Bernardino at a regular meeting thereof, held on the 25th day of February 2025.

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Toni Callicott, President

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Wayne Hendrix, Commissioner

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David E. Mlynarski, Commissioner

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Thomas Brickley, Commissioner

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Rikke V. Johnson, Commissioner

Received 02-18-25
SBMWD AS
General Manager

CITY OF SAN BERNARDINO
MUNICIPAL WATER DEPARTMENT

WATER BOARD
STAFF REPORT

TO: Miguel J. Guerrero, P.E., General Manager

FROM: Kevin T. Stewart, P.E., Director of Water Reclamation

SUBJECT: **SPEC 2024-P2: PROCUREMENT OF 6-INCH TRAILER-MOUNTED EMERGENCY BYPASS PUMP FROM ROCKWELL ENGINEERING AND EQUIPMENT COMPANY INC**

DATE: February 18, 2025

CC: Cindy Mouser, Dustin Andolsen, Juan Martinez, Travis Mendenhall, Aaron Winchester, Jamie Laureano, Laserfiche

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BACKGROUND:

The San Bernardino Municipal Water Department (SBMWD) sanitary sewer collection system consists of approximately 38,085 sewer connections, approximately 493 miles of gravity sewers and force mains, approximately 8,200 maintenance holes, 15 active lift stations, and 12 system siphons.

In an effort to avoid sewer collection system interruptions, especially during emergency situations, and meet both the State Water Resources Control Board "General Order for Sanitary Systems - WQ 2022-0103-DWQ", and SBMWDs Sewer System Management Plan (SSMP), the Sewer Collections Section seeks to purchase a trailer-mounted, diesel engine-driven, emergency bypass pump with debris chopping capabilities.

The Sewer Collections section does not have emergency bypass pumps in their fleet. If an emergency bypass pump were required, it would have to be rented. The requested emergency bypass pump will serve and be shared by the Sewer Collections and Mechanical Maintenance Sections. The pump will be used for bypass situations, scheduled or emergency, within the sewer collections system, at lift stations, or at the wastewater treatment plant. The pump has also been approved as compliant by the Department's Environmental and Regulatory Compliance Division.

Staff issued Request for Proposal (RFP) No. 2024-P2 for Procurement of 6-inch trailer-mounted diesel engine, sound-attenuated emergency bypass pump with debris-chopping capability on Planetbids and 352 vendors were notified. The Department received seven (7) responses on January 3, 2025, from the following firms.

SUBJECT: SPEC 2024-P2: PROCUREMENT OF 6-INCH TRAILER-MOUNTED EMERGENCY BYPASS PUMP FROM ROCKWELL ENGINEERING AND EQUIPMENT COMPANY INC

Staff completed a thorough review of the proposals provided and only Rockwell Engineering provided options that met the Specification requirements. The following table summarizes the responses of the firms:

Firm	**Location**	**Cost**	**Responsive**
Rockwell Engineering & Equip. Co. Inc.	Tustin, CA	$139,471.88	Yes
Mersino Dewatering LLC	Auburn Hills, MI	$76,449.00	No
Charles King Company	Signal Hill, CA	$79,532.00	No
Xylem, Inc	Mira Loma, CA	$82,262,35	No
BBA Pumps, Inc	North Charleston, SC	$97,102.00	No
Archie Supply, LLC	Greensboro, NC	$109,575.32	No
H&E Equipment Services, Inc.	Baton Rouge, LA	$127,295.00	No

GOALS AND OBJECTIVES:

This Project aligns with the Department's Strategic Plan under Target #3: Customer Service/Public Relations, Goal #8: Meet and exceed internal and external customer expectations including responsiveness and timeliness.

FISCAL IMPACT:

The funding source for the pump is FY 2024/2025 Sewer - *Capital Outlay Equipment*, with an approved budget of $130,000.00. In order to cover the $151,675.67 cost of the pump (including tax), a transfer of $22,000.00 from Construction Order 2550078 – *Annual R/R – Sectional Main Repairs* is necessary.

RECOMMENDATION:

It is recommended that the Water Board make the following motion(s):

- Approve the transfer of TWENTY TWO THOUSAND AND 00/100 DOLLARS ($22,000.00) from Account 204090-6001 Construction Order 2550078 – *Annual R/R – Sectional Main Repairs* to Account 204020-6008 *Capital Outlay Equipment*, and
- Approve the issuance of a Purchase Order to Rockwell Engineering and Equipment Company, Inc as outlined above in the amount of ONE HUNDRED FIFTY ONE THOUSAND SIX HUNDRED SEVENTY FIVE AND 67/100 DOLLARS ($151,675.67).

SUBJECT: SPEC 2024-P2: PROCUREMENT OF 6-INCH TRAILER-MOUNTED EMERGENCY BYPASS PUMP FROM ROCKWELL ENGINEERING AND EQUIPMENT COMPANY INC

Respectfully submitted,

Kevin Stewart

Kevin T. Stewart, P.E.
Director of Water Reclamation

kts:JJM

Received 02-18-25
SBMWD
General Manager

CITY OF SAN BERNARDINO
MUNICIPAL WATER DEPARTMENT

WATER BOARD
STAFF REPORT

TO: Miguel J. Guerrero, P.E, General Manager

FROM: Kevin T. Stewart, P.E., Director of Water Reclamation

SUBJECT: **CONTRACT NO. 1723 – MYERS AND SONS CONSTRUCTION, LLC - CHANGE ORDER NO. 6 – TERTIARY TREATMENT SYSTEM PROJECT (PROJECT NO. C1700194)**

DATE: February 18, 2025

CC: S. Morrison, W. Huang, R. Lindberg, Laserfiche

BACKGROUND:

On April 25, 2023, the Department entered into Contract No. 1723 with Myers & Sons Construction, LLC (Myers), for the construction of the Tertiary Treatment System Project. The Project consists of the construction of a 5.0 Million Gallons Per Day (MGD) facility to treat and convey recycled water.

Change Order No. 1 in the amount of $15,387.80 was approved by the General Manager on November 15, 2023, because of underground utilities which conflicted with the proposed design.

Change Order No. 2 in the amount of $7,696.05 was approved by the General Manager on April 9, 2024, to install kick plates for hand railings above the existing Tertiary Reservoir.

Change Order No. 3 in the amount of $216,272.76 was approved by the General Manager on June 10, 2024, for additional work provided by Myers, including asbestos pipe removal, concrete block removal not previously shown on the plans, and a change in depth on excavation of a manhole. In addition, Ardurra, the Construction Management Firm for the project, was notified of a significant delay in procurement of the Eaton Transformer required for the Project. After several meetings and design discussions with Ardurra and the Engineer of Record, AECOM, it was agreed that the Project should move forward with a temporary transformer to allow for start-up and testing of the system without further delay and loss of equipment warranties. Upon the Department's request, additional repairs to the existing Tertiary Reservoir were made by the Contractor.

Due to the delayed electrical procurement of the Eaton Transformer and Eaton Motor Control centers, additional contractual time to install the permanent transformer was necessary. As a result, Change Order No. 4 was approved by the General Manager on September 5, 2024, extending the contractual time by thirty-seven (37) days. There was no cost increase associated with this extension.

SUBJECT: CONTRACT NO. 1723 – MYERS AND SONS CONSTRUCTION, LLC - CHANGE ORDER NO. 6 – TERTIARY TREATMENT SYSTEM PROJECT (PROJECT NO. C1700194)

Change Order No. 5 in the amount of $238,233.83 was approved by the General Manager on January 28, 2025, for additional work provided by Myers, including: redesign work to accommodate the UV supplier; installation of tracer wire details and valve cans; floor repair at the tertiary reservoir; upsizing of the disc filter concrete slabs; two cost credits; and a fifty-seven (57) calendar day time extension.

Specification 1723 noted that "PLC programming and modification to existing SCADA HMI will be by the (Department's) System Integrator." This was not discovered until late in the Project. The Department does not currently have a Systems Integrator under contract and does not have the availability internally to complete the work. On December 10, 2019, the Water Board last approved the sole source use of Prime Systems Industrial Automation, Inc (PSIA) for the development of Specification 1722 – 1110.2 Resultant Projects. PSIA was hired by the construction contractor and performed very well. PSIA is also the only outside consultant that has provided these services for the Department in the recent past. In December 2024, Myers requested a quotation from PSIA to complete the PLC Programming and Modification work per Specification 1723.

Change Order No. 6 in the amount of $153,772.50 has been prepared for this extra work to be performed by PSIA, subcontracted by Myers under Contract No. 1723. A complete summary of the Change Order items prepared by the Department's Contracts section is attached.

GOALS AND OBJECTIVES:

This project aligns with the Department's Strategic Plan under Target 2: Infrastructure / Efficiencies, Goal #7: Commence construction of Clean Water Factory.

FISCAL IMPACT:

The funding source for this project is the FY 2024/2025 Sewer Treatment Fund Capital Improvement Project titled *CWF-Phase 4 Tertiary Treatment Project* (Project No. C1700194) which currently has sufficient funds to cover this Change Order.

RECOMMENDATION:

Staff recommends that the Water Board make the following motion:

- Approve the Change Order No. 6 to Contract No. 1723 with Myers & Sons, LLC in the amount of ONE HUNDRED FIFTY THREE THOUSAND SEVEN HUNDRED SEVENTY TWO AND 50/100 DOLLARS ($153,772.50); and authorize the General Manager to execute the change order.

SUBJECT: CONTRACT NO. 1723 – MYERS AND SONS CONSTRUCTION, LLC - CHANGE ORDER NO. 6 – TERTIARY TREATMENT SYSTEM PROJECT (PROJECT NO. C1700194)

Respectfully submitted,

Kevin Stewart

Kevin T. Stewart, P.E.
Director of Water Reclamation

Attachment – Change Order No. 6 to Contract No. 1723

sdm:kts

C O N T R A C T N O . 1723
C H A N G E O R D E R N O . 6

DATE: February 19, 2025

OWNER: City of San Bernardino Municipal Water Department

CONTRACTOR: MYERS AND SONS CONSTRUCTION, LLC

PROJECT: TERTIARY TREATMENT SYSTEM PROJECT (CO 00194)

You are hereby requested to make the following described changes and/or additions to the project scope of work:

m ›.	Description Changes and/or Additions	Decrease Contract Price (Contract Time)	Increase Contract Price (Contract Time)
	SCADA Integration by Prime Systems		$153,772.50
	TOTAL		$153,772.50
Original Contract Amount			$13,844,000.00
Contract Amount Prior To This Change Order			$14,321,590.44
Net Increase Due To Change Order No. 1			$15,387.80
Net Increase Due To Change Order No. 2			$7,696.05
Net Increase Due To Change Order No. 3			$216,272.76
Net Increase Due To Change Order No. 4			$0.00
Net Increase Due to Change Order No. 5			$238,233.83
Net Increase Due To This Change Order			$153,772.50
Net Contract Amount, Including This Change Order			$14,475,362.94
Net Change in Contract Price			1.11%

The additional work contained with this Change Order can be performed incidental to the prime work and any Change Order work issued to date and is able to be completed concurrently with remaining work to be performed under the items of the Contract, without interference or delay to the Contractor. The work required by the Change Order can be completed within the time allotted for the original Contract plus the extensions to the Contract time made by this and any previously issued Change Orders.

The amounts indicated above shall be compensation in full for the work described including all direct and indirect, incidental, or consequential costs or expenses, including but not limited to, extended overhead and other impact costs that have been or will be incurred by the Contractor.

The total Contract time remains the same; the Contract Completion Date remains as March 20, 2025.

Contract No. 1723
Change Order No. 6

ACCEPTED BY:________________________________ DATE:________________________
REPRESENTATIVE
MYERS AND SONS CONSTRUCTION, LLC

RECOMMENDED BY:__________________________ DATE:________________________
REPRESENTATIVE
CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT

RECOMMENDED BY:__________________________ DATE:________________________
DIRECTOR OF WATER RECLAMATION
CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT

APPROVED BY:________________________________ DATE:________________________
GENERAL MANAGER
CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
(or)
PRESIDENT, WATER BOARD
CITY OF SAN BERNARDINO

CONTRACT NO. 1723
CHANGE ORDER NO. 6
ITEM NO. 1 BREAKDOWN

Description: SCADA Integration by Prime Systems

Reason: The Contractor hired Prime Systems Industrial Automation, Incorporated as a subcontractor to integrate the Tertiary Tratment System SCADA system into the Department's existing SCADA system. The specifications noted the Contractor would coordinate the work, but not specifically have Prime Systems Industrial Automation, Incorporated as part of the contract. The price includes all labor, equipment, and materials to perform the work.

Prior Approval: Robert Lindberg; Kevin Stewart; Miguel Guerrero

Contractors Proposed Cost: $153,772.50

Total Cost: $153,772.50

Time Extension: 0 Calendar Days

CITY OF SAN BERNARDINO
MUNICIPAL WATER DEPARTMENT
WATER BOARD
STAFF REPORT

Received 02-19-25
SBMWD
General Manager

TO: Miguel J. Guerrero, P. E., General Manager

FROM: Cynthia J. Mouser, Director of Finance

SUBJECT: **APPROVE FIRST EXTENSION TO AMENDED LEASE AGREEMENT WITH SYMBIOSIS, LLC FOR WATER DEPARTMENT PROPERTY LOCATED AT 484 E. REDLANDS BLVD (APN 0281-071-03,12)**

DATE: February 18, 2025

CC: J. Shepardson, G. Van Leuven

BACKGROUND:

The San Bernardino Municipal Water Department owns the property located at 484 E. Redlands Blvd. in San Bernardino. This property has been leased to Symbiosis, LLC (Symbiosis) since 2015 via Lease Agreement. The property is adjacent to a building owned by Symbiosis and is utilized as a parking lot for ambulance vehicles. In 2019, Symbiosis approached the Department requesting to purchase approximately 1,460 square feet of the Department's property to accommodate a lot line adjustment. The lot line adjustment was needed to provide a five (5) foot setback required by the City's Planning Department to convert their existing building into an urgent care facility. On July 23, 2019, the Board approved an Amendment to Lease to account for the reduction in leased area because of the lot line adjustment.

The current lease term expired on January 31, 2025, and included a provision for two (2) ten (10) year extensions. The lot appears to be reasonably well maintained, and it should be noted that the property is in an industrial area with no other businesses nearby and has been leased for use as a parking lot since 1994. Since no other party has expressed interest in leasing this property, Extension No. 1 to the Amended Lease Agreement has been prepared. Extension No. 1 extends the lease term from February 1, 2025, through January 31, 2036, and increases the rental amount by 3% annually for the life of the amendment. All other terms and conditions remain the same.

As such, staff recommends approval of the extension. One remaining ten (10) year extension remains under the lease agreement. Any new agreement for the lease of this property would be brought to the Board for consideration at a future date.

SUBJECT: APPROVE FIRST EXTENSION TO AMENDED LEASE AGREEMENT WITH SYMBIOSIS, LLC FOR WATER DEPARTMENT PROPERTY LOCATED AT 484 E. REDLANDS BLVD (APN 0281-071-03,12)

GOALS AND OBJECTIVES:

Approving this extension aligns with the Department's Strategic Plan under Target #2: Relationships and Partnerships Goal #2 - Collaborate with ratepayers and the community. This supports the specific action to collaborate with community organizations in the area.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

RECOMMENDATION:

It is recommended that the Water Board make the following motion:

Approve Extension No. 1 to the Amended Lease Agreement with Symbiosis, LLC, extending the lease term from February 1, 2025, through January 31, 2036, increasing the rental amount 3% annually beginning at $159.46 per month to $214.31 per month at the end of the lease amendment; and authorize the General Manager to execute the Extension.

Respectfully submitted,

Cynthia Mouser

Cynthia J. Mouser
Director of Finance

Attachment – Extension No. 1 to Amended Lease Agreement

sdm

EXTENSION NO. 1
TO AMENDED LEASE AGREEMENT

BY AND BETWEEN

CITY OF SAN BERNARDINO
MUNICIPAL WATER DEPARTMENT
1350 SOUTH E STREET
SAN BERNARDINO, CA 92408

AND

SYMBIOSIS, LLC
484 E. REDLANDS BLVD
SAN BERNARDINO, CA 92408

All terms and conditions of the Amended Lease Agreement for property located at 484 East Redlands Blvd, San Bernardino, California dated January 24, 2023 are to remain the same, except as follows:

Extension No. 1 will extend the lease term for a period of ten (10) years commencing on the 1st day of February 2025 ending on the 31st day of January 2035.

The rent amount shall increase from $154.82 per month to $201.26 per month.

One (1) additional ten (10) year extension option remains under this Agreement.

CITY OF SAN BERNARDINO
MUNICIPAL WATER DEPARTMENT

By: ________________________
Miguel J. Guerrero, P.E.
General Manager

(SEAL)

SYMBIOSIS, LLC

By: ________________________
Name
Title

(SEAL)