

COOS BAY-NORTH BEND WATER BOARD  
P O BOX 539 – 2305 Ocean Boulevard  
Coos Bay, Oregon 97420

Minutes  
Regular Board Meeting

7:00 a.m  
May 15, 2014

Coos Bay-North Bend Water Board met in open session in the Board Room at the above address, date, and time with Chair Solarz presiding. Other Board members present: Melissa Cribbins and Dr. Charles Sharps. Board Members absent: Dick Vigue. Water Board staff present: Rob K. Schab, General Manager; Ron Hoffine, Operations Director; Matt Whitty, Engineering Supervisor; Jeff Howes, Finance Director; Bryan Tichota, Customer Relations Supervisor; Rick Abbott, Distribution Supervisor; and Karen Parker, Administrative Assistant. Board Legal Counsel Jim Coffey was present. Media present: None. Chair Solarz opened the meeting at 7:00 a.m.

Chair Solarz asked if there were any corrections or additions to the April 17, 2014 Regular Board meeting minutes. Dr. Sharps moved the minutes be approved as written. The motion was seconded by Mr. Solarz and passed unanimously.

Regarding bid award for the Service Center HVAC (First Floor) Project, Mr. Schab advised two bids were received as follows:

<u>Bidder</u>	<u>Base Bid</u>	<u>Alternate Bid 1</u>
Umpqua Sheet Metal	\$59,140	\$ 2,000
D.L.B. Construction	\$49,341	\$ 1,900

The Board's architects on this project, Samuels & Locati, have reviewed the apparent low bidder's documents and confirmed all required documents have been submitted, and also verified D.L.B. Construction holds an active license with the Construction Contractors Board. The recommendation of Samuels & Locati and staff is to award the project to D.L.B. Construction for the base bid in the amount of \$49,341. Dr. Sharps asked if this project would be funded by capital reserves. Mr. Schab confirmed this project is not in the current year's budget, and would be funded by fiscal year 2014 capital reserves. The project would be completed within 37 days. After a brief discussion, Ms. Cribbins moved they award the Service Center HVAC (First Floor) Project to D.L.B. Construction in the base bid amount of \$49,341. The motion was seconded by Dr. Sharps and passed unanimously.

Operations Director Ron Hoffine reviewed the bids received for the installation of a booster pump and equipment injecting chlorine solution into treated water in the Low Lift Pump Station discharge line. The following bids were received:

<u>Bidder</u>	<u>Quote</u>
TMG Services; Tacoma, Washington	\$17,628

Tri-County Plumbing; Coos Bay

\$20,582

The Dyer Partnership prepared the quote package and will oversee construction of this project. Aaron Speakman of The Dyer Partnership provided the Board with a recommendation to accept the proposals and award the contract to TMG Services. Fiscal Year 2014 budget includes \$40,100 for the project (\$25,000 construction, \$11,000 The Dyer Partnership, \$4,000 Water Board and contingency). Ms. Cribbins inquired of the estimated time for completion. Mr. Hoffine said the work should be completed by June 30, 2014. After a brief discussion, Ms. Cribbins moved they award the Pony Creek Treatment Plant Chlorine Booster Pump Project to TMG Services in the amount of \$17,628. The motion was seconded by Dr. Sharps and passed unanimously.

Operations Director Ron Hoffine advised the Board regarding the proposed Hauser Reservoir and Pump Station Telemetry Upgrade Project. The existing telemetry system is obsolete tone technology and unreliable. New hardware and software is needed that will be compatible with the utility's existing SCADA system. The utility's telemetry consultant, S & B, Inc., has provided an estimate in the amount of \$29,992 which is itemized in their letter and Project Task Order Attachment A-2 that accompanies the utility's master agreement with S & B. Project Task Order A-2 includes professional services/software engineering, system integration, hardware units, packaged software, startup and commissioning, training, O & M manual, and warranty support. The utility will install the equipment at the physical sites. Mr. Hoffine said the new telemetry will allow reliable monitoring of reservoir levels and control of pump operations. The new system includes smoke detection, intrusion alarm, flood alarm, and water pressure sensing on pump suction and discharge lines. This project is included in the Fiscal Year 2014 capital budget at \$21,000 but is proposed to be carried-over into the Fiscal Year 2015 budget. This project is scheduled for completion by August 15, 2014. After a brief discussion, motion was made by Dr. Sharps to authorize Task Order Attachment A-2 for the Hauser Reservoir and Pump Station Telemetry Upgrade Project with S & B, Inc. for the not-to-exceed amount of \$29,992. The motion was seconded by Ms. Cribbins and passed unanimously.

The Board's next regular meeting was scheduled for May 29, 2014 at 1:00 p.m. directly following the first Budget Meeting.

At 7:15 a.m. Chair Solarz directed they go into executive session for the purposes of discussing current and potential litigation pursuant to ORS 192.660(2)(h). They returned to open session at 7:45 a.m. There being no other business to come before the Board, Chair Solarz adjourned the meeting at 7:46 a.m.

Approved: \_\_\_\_\_, 2014

By: \_\_\_\_\_  
Chair J. Gregory Solarz

ATTEST: \_\_\_\_\_