



Board of Directors  
Daniel C. Naumann, President  
Michael W. Mobley, Vice President  
Bruce E. Dandy, Secretary/Treasurer  
Sheldon G. Berger  
Robert Eranio  
Lynn E. Maulhardt  
Edwin T. McFadden III

General Manager  
Mauricio E. Guardado, Jr.

Legal Counsel  
David D. Boyer

**MINUTES**  
**SPECIAL BOARD MEETING**  
**Thursday, August 7, 2019, 3:00 P.M.**  
**Board Room, UWCD G.I. "Irv" Wilde Headquarters**  
**106 North 8<sup>th</sup> Street, Santa Paula, California**

**DIRECTORS PRESENT**

President Daniel C. Naumann  
Vice President Michael W. Mobley  
Secretary/Treasurer Bruce E. Dandy  
Director Sheldon Berger  
Director Robert Eranio  
Director Lynn Maulhardt  
Director Edwin T. McFadden, III

**STAFF PRESENT**

Mauricio E. Guardado, Jr., General Manager (participated telephonically)  
David D. Boyer, Legal Counsel  
Anthony E. Emmert, Assistant General Manager  
Robert C. Siemak, Assistant General Manager  
Joseph Jereb, Chief Financial Officer  
Dr. Maryam Bral, Chief Engineer  
Brian Collins, Operations and Maintenance Manager  
Kris Sofley, Executive Assistant/Clerk of the Board

**PUBLIC PRESENT**

Dave McDonald, Newton Construction  
Kaelen McMichol, Newton Construction

**President Naumann called the meeting to order at 3:00p.m.**

**1. FIRST OPEN SESSION - CALL TO ORDER 3:00 P.M.**

**1.1 Public Comment  
Information Item**

President Naumann asked if there were any public comments, but as there were no members of the public in attendance at this time, so he adjourned into Executive Session at 3:05p.m.

**2. EXECUTIVE (CLOSED) SESSION 3:05p.m.**

**2.1 Conference with Legal Counsel-Anticipated Litigation**

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): one (1) case.

President Naumann called the Second Open Session to order at 3:55p.m. He then asked Director Berger to lead everyone in the Pledge of Allegiance.

### **3. SECOND OPEN SESSION**

President Naumann asked if there were any public comments. None were offered.

#### **3.1 Oral Report Regarding Executive (Closed) Session Information Item**

District Legal Counsel David D. Boyer reported that the Board took no reportable action under the Brown Act while in Executive Session.

#### **3.2 UWCD Tenant Improvements 1701 Lombard Street, Oxnard, CA – Contract Award to Newton Construction**

##### **Motion**

Robert C. Siemak provided an update to the Board regarding the tenant improvements at the District's new headquarters. He said that the first floor renovations were on track to be completed by the November 22 deadline and that the second floor renovations would be completed in early January 2020. Staff had prequalified five contractors, with three submitting bids for the project. Bids were opened on July 25, staff checked references and ensured all sub-contractors were licensed and that bidders were willing to work within the scope of the two phase schedule and meet the District's completion goals. Viola submitted a bid for \$2.74 million; Intertex's bid was for \$2.66 million; and Newton's bid was for \$2.592 million. Based on all of the information collected, staff is recommending the Board approve awarding the contract to Newton Construction in the amount of \$2,592,000. In anticipation of the Board's approval, Mr. Siemak said that two representatives from the firm – Dave McDonald and Kaelen McMichol – were in attendance if the Board had any specific questions regarding the construction renovation project.

Mr. Siemak went on to report that staff had formed a Moving Committee with Josh Perez and Kris Sofley taking the reins. Mr. Siemak reported that Mr. Perez had a great deal of experience in this area, having supervised seven different moves while with the FBI. Staff has already replaced the HVAC system at a cost of \$165,000; Zachary Plummer is leading the audio visual, communication and technology build out of the space and the next phase is furniture selection.

Director Maulhardt asked if the work in modifying the ceiling had begun and Mr. Siemak answered that conduit and ducting will be replaced now that the mechanical stuff on the roof has been finished.

With regard to furniture selection, Mr. Siemak said that much of the current office furniture in Santa Paula would be repurposed for the Oxnard office, and that staff was looking to match the current guest chairs in cubicles to new seating for the new Boardroom which would both reduce the number of chairs required for purchase

and, by serving dual purposes as both public seating and guest chairs in offices, would still provide accommodation for large groups in the public spaces at the new headquarters.

Director Berger voiced concerns about the late state on renovation and, while he understands that plan checks and permits takes time, he wants to stress the importance of getting this work completed on time and on budget. Director Berger than asked how many people would be on the job full time, and Mr. McMichol said it varies but that they try to schedule the various trades to maximize efficiencies.

Director Berger than asked about the current tenants and where they were moving during renovations. Joseph Jereb replied that Farmers Insurance was given a notice to vacate by September 1 and is temporarily relocating to the District's office, which is not impacted by the renovation. He clarified by stating that the Farmers Insurance agent is moving, not the Farmers Insurance District office. Director Berger asked about rental income. Mr. Jereb said that the agent was paying \$1,100 per month and there is 850 square feet vacant, unless the agent elected to move into that space.

Brian Collins clarified that the agent currently is leaving but had previously thought he'd return. He has been renting on a month to month basis. Mr. Emmert added that Quest Diagnostics is staying in the same footage. Director Berger said this was confusing and asked is there vacant space, yes or no. Mr. Jereb replied most likely, unless the Farmers agent commits, but he doesn't know as yet and asked that the District give the agent a few more weeks, or until the end of August, to make a decision.

There was a brief discussion on green energy initiated by Director Dandy and President Naumann asked that staff plan on making a presentation at the next Planning Committee meeting regarding green energy and/or reducing the energy use at the new Oxnard offices.

President Naumann asked if there were any more questions. None were offered.

Motion to award a construction contract for tenant improvements at the Lombard office building in Oxnard to Newton Construction, the lowest bidder, in the amount of \$2,592,000 for construction of the UWCD Tenant Improvements at 1701 Lombard Street, Oxnard, CA, Director Mobley; Second, Director Dandy. Roll call vote: seven ayes (Berger, Dandy, Eranio, Maulhardt, McFadden, Mobley, Naumann); none opposed. Motion carries 7/0.

Mr. Siemak added that Newton Construction would be given a letter of award today and a contract on Monday and a kick-off meeting would be scheduled within the next 10 days. He added that the schedule was extremely aggressive and that staff will be maintaining a two-week look ahead to insure all goes well.

**3.3 Authorize staff to procure emergency generators for the Pumping Trough Pipeline (PTP) system**

**Motion**

Brian Collins deferred to Mr. Jereb who said that fixed cost are going to PTP turnouts and Mr. Emmert added that it is fully included in the budget. Mr. Collins clarified that the cost of \$740,000 was strictly for the equipment and that the District would do the pads for the generators. Director Maulhardt asked if the pads require lighting and Mr. Collins said that APC permits is the only one required. Director McFadden asked in the equipment would be delivered in January, and Mr. Collins said that the delivery has been delayed, but the order is being placed now to protect the rate and that if the order is executed this month, delivery will likely be end of December.

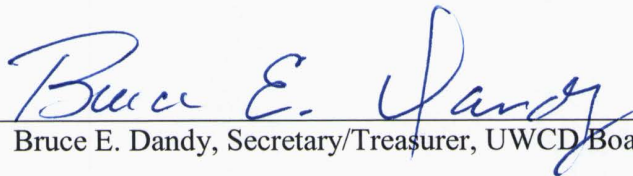
Motion to authorize the General Manager or designee to execute a contract for the purchase of six emergency generators for the Pumping Trough Pipeline (PTP) system in an amount up to \$740,000, Director Eranio; Second, Director Maulhardt. Roll call vote: seven ayes (Berger, Dandy, Eranio, Maulhardt, McFadden, Mobley, Naumann); none opposed. Motion carries 7/0.

**4. ADJOURNMENT**

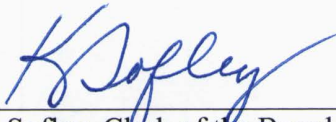
The meeting will adjourn to the **Regular Board Meeting on September 11, 2019** or call of the Board President.

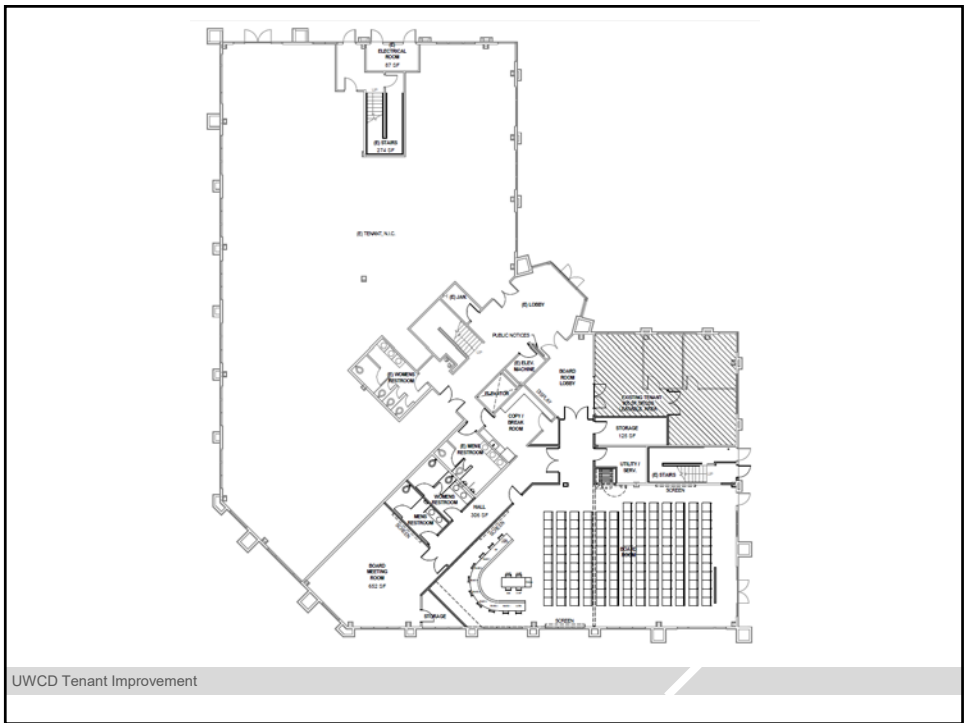
I certify that the above is a true and correct copy of the minutes of the United Water Conservation District's Special Board of Directors meeting of August 7, 2019.

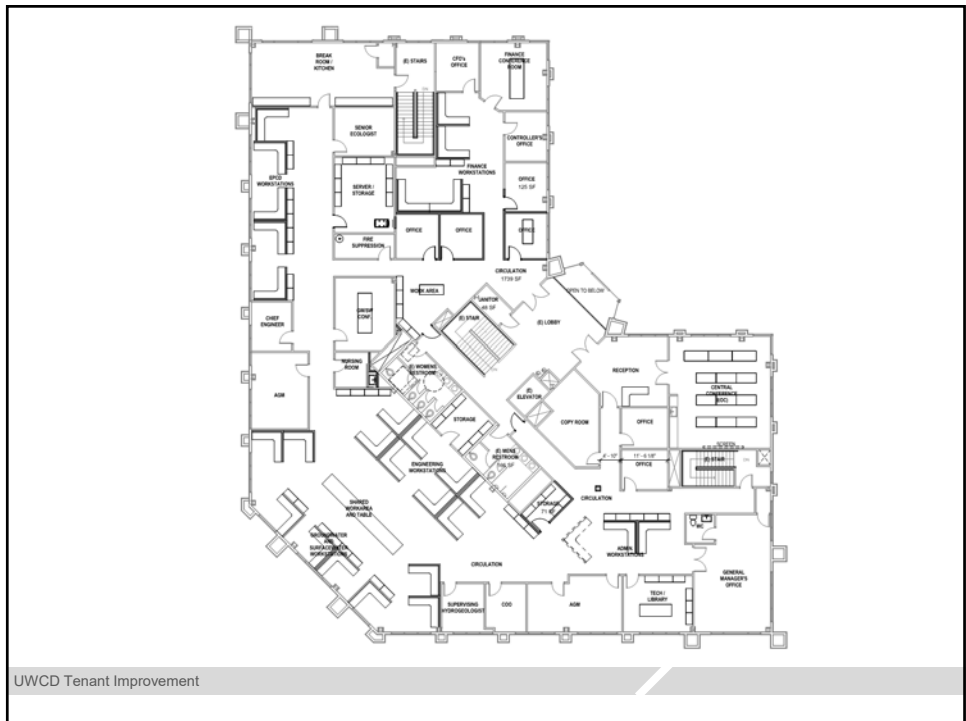
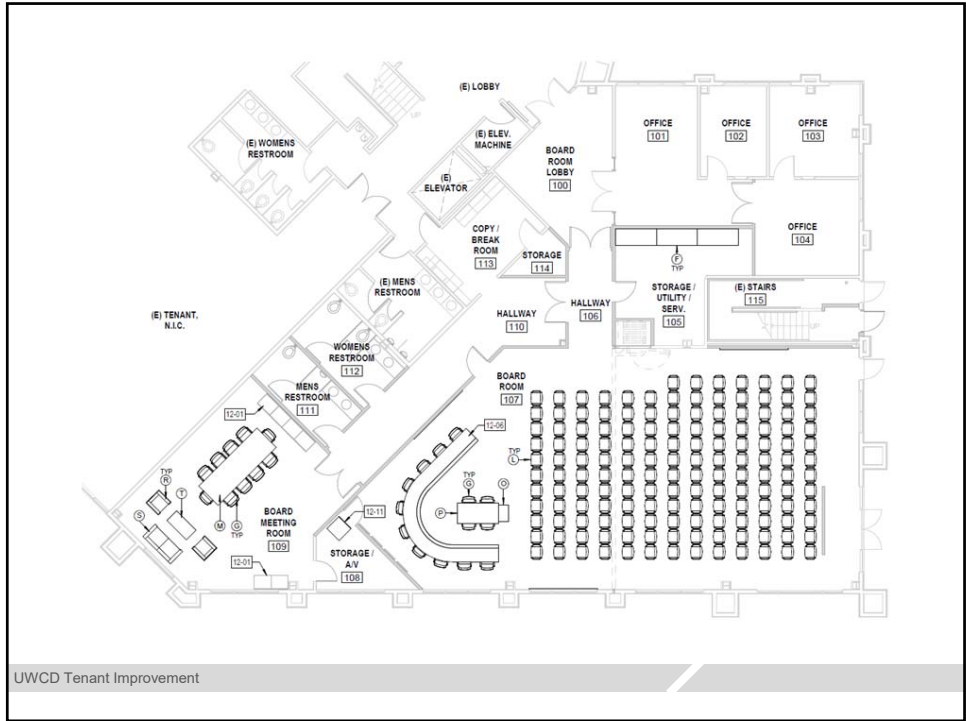
ATTEST:

  
\_\_\_\_\_  
Bruce E. Dandy, Secretary/Treasurer, UWCD Board of Directors

ATTEST:

  
\_\_\_\_\_  
Kris Sofley, Clerk of the Board





## Procurement Process

- Prequalification
  - 5 contractors submitted
- Price Proposals
  - 3 contractors submitted
  - Bids opened July 25
- Lowest bid was considered a responsive bidder
  - Reference checks
  - Subcontractor list
  - Schedule (Two phase approach)
    - First Floor: Nov 22, 2019
    - Second Floor: Jan 6, 2020

## Bid Summary

Contractor	Bid Price
Viola Inc.	\$2,739,000
Intertex General Contractors	\$2,666,512
<b>Newton Construction</b>	\$2,592,000
Architect's Estimate	\$2,900,000

## Other HQ-Related Activities

- Moving Committee (Josh Perez/Kris Sofley)
- HVAC Replacement
- Communications/AV (Zach Plummer)
- Furniture Selection