

September 23, 2022

ACWD Engineering Selection Committee Meeting.

Meeting held by conference call at 11 am, attended by Rae Bell Arbogast ACWD GM, Gary Chan SWRCB DFA Project Engineer, Edward Snyder ACWD Water Operator and ACWD Board Members Robbin DeWeese & Nancy Finney.

- As the first item of business the reference checks that Rae Bell did were discussed. All five were very favorable, note: a six one came in after the meeting also favorable: references checked: 1. Sewerage Commission Oroville Region, Glen Sturdevant WWTP, 2. Molinos, CSD, Jim Lowden Manager, 3. Sky View County Water District, Gretchen Minchew, Director 4. Caritas Corporation, Tracy Bejotte, Operations Officer 5. Hamilton City Sanitation District, Lewis Hall 6. Eden Housing, Matt Schreiber via email.
- SCORE – All committee members came up with their own score based on the criteria developed on September 13th. Maximum score possible 135. Two committee members gave a score of 130, one 125 and one 135. **Average score: 130 or 96% of total points possible. The committee agreed that this was the final score.**
- It was decided that rather than coming up with a list of specific interview questions, we would have more of an informal conversation. Specific items that need to be discussed are:
 - Explain that Altec Engineering was willing to be paid for project work AFTER the state reimbursed ACWD. Is Coleman Engineering willing to do the same, or will they be expecting to be paid within 30 days of invoice submittal to ACWD? (ACWD would have to procure a loan if they aren't willing to be paid after the State pays ACWD)
 - Talk about the SCADA system and the fact that ACWD is not satisfied with Aqua Sierra Controls.
 - Ask them how they envision helping with the current water tank problem, since that is not in the scope of the RFP.
 - Chad Coleman mentioned to Rae Bell in a previous conversation that the Scope of work in their proposal includes paying Altec Engineering for the work that he has already done in the gap between the end of the Funding Agreement for Planning and the upcoming Funding Agreement for Construction. (Is this correct? Is this included in the proposed dollar amount?) Gary Chan did not think that it would be appropriate for Coleman Engineering to pay Altec (Kip) for work that he did before an agreement is executed between ACWD and Coleman Engineering. It would be handled a different way, as already planned.
 - Ask if their proposal includes an amount for updating the projected construction costs. If so, are they willing to do that now, BEFORE a final contract is in place and before the Funding agreement is approved? (If not, plan B would be for ACWD to request an increase of a certain percentage based on the best information available.)
- Rae Bell asked Gary how it works with the SRWCB SRF division helping to determine if the proposed engineering fees are “fair and reasonable”. Gary explained that typically after an RFP is issued the district would let his division know which engineering firm they like best, at which point a DRAFT contract for services would be requested from the firm.

If the committee wishes to recommend Coleman Engineering to the ACWD Board of directors for approval on October 11th, then a DRAFT contract for services will be requested next week. The DRAFT document will be sent to Gary Chan's office for input. A draft contract for services will be included in the ACWD meeting packets, along with a summary of the work that the Engineering Selection Committee has done and why we are recommending the board approve hiring Coleman. IF the board has approves selecting Coleman and the DRAFT contract for services, then the SRF Funding Division will review the document and hash out the details with all involved parties. An attorney will be hired to review the document as well. Eventually, a final contract for services would be brought to the ACWD board of directors for approval AFTER the funding agreement has been executed.

Gary Chan, SWRCB SRF Project Engineer wanted to remind the Selection Committee members that just because ACWD only received one proposal, it does not mean that the district should feel obligated in any way to select this firm. If any concerns with Coleman Engineering come up they should be mentioned immediately.

It was noted that the interview with Coleman Engineering is scheduled for Monday September 26th at 1 pm PST.
(Alleghany time) 😊 The meeting was adjourned at 11:45 pm.