ACCESSIBLE PUBLIC MEETINGS: Upon request, ACWD will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request at least 72 hours before the meeting to the District Secretary, ACWD, 43885 S. Grimmer Blvd., Fremont, CA 94538, or to gina.markou@acwd.com stating your name, mailing address, phone number, and brief description of the requested materials and preferred alternative format or auxiliary aid or service.


MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON. DUE TO THE COVID-19 PANDEMIC AND IN ACCORDANCE WITH GOVERNOR NEWSOM’S EXECUTIVE ORDER N-25-20 WHICH SUSPENDS PORTIONS OF THE BROWN ACT, THIS MEETING WILL BE CONDUCTED BY WEBINAR/TELECONFERENCE ONLY.

1. 2019 Large Water System Report
   Presenter: Cynthia Ha

2. Preview of Security Services Contract
   Presenter: Jake Reed

3. Public Comments
2019 Large Water System Report
Operations & Water Quality Committee
Cynthia Ha

May 13th, 2020
Background

- Required by Division of Drinking Water and Section 116530 of the California Health and Safety Code
- Submit a technical report specifying contact and operational information for the prior calendar year
- Valuable information is taken from the annual report to assist in the implementation of the Safe Drinking Water Act for all utilities in California.
What’s Included?

- LWS includes 18 sections covering information about our service area, water sources and supplies, water produced, water sold, distribution system operations, system improvements, emergency preparedness, and water conservation and drought preparedness, etc.
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| 16        | Conservation | Water Conservation and Drought Preparedness | Water Resources |
| 17        | Climate   | Climate Change Adaptation and Resiliency for Water Utilities  
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| 18        | Lead Service Line Replacement | A. User Service Line Inventory  
B. Method(s) Used to Prepare the Lead Service Line Inventory in Part A  
C. Compliance with Lead Service Line Replacement Requirement - NEW | Water Production |
What were the Major Changes in the Past?

- **2001 – 2010**: Minor additions and changes
  - MTBE, perchlorate, Cr VI sampling, system and facilities capacities and maintenance, Direct Additives, Emergency Response, etc.
- **2011**: Major Restructure: submitted electronically
  - Revised: Recycle Water
  - Removed: Distribution/Transmission Main Inventory, Pump Station, DBPs, Lead and Copper
- **2017**: Major Changes
  - Added: Water Affordability, shutoffs, infrastructure and pressure management, real loss reduction measures, climate change adaption and resiliency, Lead Service Line inventory
  - DDW provided downloading capabilities of GIS files.
What’s New for 2019 LWS?

- Section 5 - Water Production was updated to include redundant reporting details about recycled water.
- Section 6 (A3.b) - Water Rates, Affordability, And Finances was revised with additional detailed questions.
- Section 16 - Water Conservation and Drought Preparedness was revised with additional detailed questions.
Who’s involved?

- Almost every department in the District!!!
  - Finance
    - Customer Service, Financial Analysis
  - Operations & Maintenance
    - Water Production, Ops Admin Staff, Facility Maintenance, Distribution Maintenance, Environmental Compliance, Emergency Response & Security Services, Water Quality Laboratory
  - Water Resources
    - Water Supply & Planning, Water Conservation
  - Engineering Technology & Services
    - Development Services, Project Engineering
Original deadline  4/19/2020
Deadline extension  7/1/2020

DON'T MISS the DEADLINE
New Agreement for Security Services

ACWD/O&M/OESS

5/13/2020
Agenda

- Background
- Scope of work for current agreement for security services
- Scope of work for new agreement for security services
- Next steps
Background

- **Timeframes**
  - **July 2015**
    - Agreement with Overton Security (off business hour patrols)
    - Agreement with Universal Security (stationary guard at RD3)
  
  - **2016**
    - 1\textsuperscript{st} Amendment to Overton’s agreement (officially responsible for creek operations ((Universal’s old contract)))
    - 2\textsuperscript{nd} Amendment to Overton’s agreement (additional funds added for the remaining 17 months of the agreement)

- **July 31\textsuperscript{st} 2020**
  - Last option year of agreement with Overton expires
Scope of Current Agreement

- Routine security
  - Off business hours
    - Patrol up to 20 District sites
    - Off hours
      - Weekday nights, weekends, holidays
    - Optional patrol dedicated to creek operations

- Ad hoc security
  - Alarm response: Fire and burglar alarm systems
  - Security response: Fires, burglary, vandalism
  - Fire watch details: Water outages
  - Access control details: HQ events, special events, employees at remote sites
Routine security

- Quick glance at recent report
Ad hoc security
Scope for new agreement

• Increase guard prerequisites
  • Be able to fully speak, read, and write in the English language articulately. Other languages are a plus.
  • Be able to use computers to type security incident reports and maintain a record of security guard activities
• Optional: Trained, certified, and permitted to be assigned a fire arm while on duty.
  • Not requiring guards to carry firearms
  • Option if needed
Scope for new agreement

- Continue current services
- Improve upon some current services
  - Contract Dispatch
    - Want to make the Dispatch a first point of contact for District employees and contractors who need security support.
      - Proactively – Monitor District (in house and contract) alarm and video systems.
      - Reactively - Answer phone calls, follow up with necessary actions, document everything.

- Homeless issues
  - Work with local police departments to remove trespassers from District property as needed
  - Coordinate and collaborate with District employees to identify and remove camps
  - Provide documentation for all incidents
Scope of new agreement

- Different approach to staffing
  - Option to have 1 guard dedicated to ACWD during business hours on an ad hoc basis for projects and/or response to increased threat. District doesn’t currently have a dedicated guard during business hours
  
  - District will reserve the right to change assignments / staffing and duties based on the operational environment
Scope of new agreement

- **Timeframes**
  - 2 year base term with 3 one year options
    - Base years
    - Lock in rate
    - Will take several months to onboard new service provider
    - Will take about a year to evaluate new services provided
  - 3 optional years
    - If not satisfied with service during first two years don’t have to pick up any optional years.
Scope of new agreement

- Anticipate an increase in costs
  - District decided to use Request for Proposal process to procure an agreement with a business that will provide the best services. Previous contracts were procured using a Request for Bid process which focused on time to procure contract and lowest costs.

- Minimum wage has increased quite a bit since 2015
- Cost of living in region has increased since 2015
- Increased prerequisites for guards
- Stronger background checks for guards
- Requiring IT and security insurance
Next steps

- The technical evaluation team will select a proposer.
- O&M will recommend an agreement with the selected proposer at the July Board meeting.
- O&M will execute the contract August 1st.
Questions?