



**AGENDA**

**REGULAR MEETING OF  
AZUSA UTILITY BOARD**

**AZUSA LIGHT & WATER  
729 N. AZUSA AVENUE  
AZUSA, CA 91702**

**MARCH 26, 2018  
6:30 P.M.**

**AZUSA UTILITY BOARD**

**URIEL E. MACIAS  
CHAIRPERSON**

**ROBERT GONZALES  
VICE CHAIRPERSON**

**JOSEPH R. ROCHA  
BOARD MEMBER**

**EDWARD J. ALVAREZ  
BOARD MEMBER**

**ANGEL A. CARRILLO  
BOARD MEMBER**

**6:30 p.m. Convene to Regular Meeting of the Azusa Utility Board.**

- Call to Order
- Pledge to the Flag
- Roll Call

**A. PUBLIC PARTICIPATION**

1. *(Person/Group shall be allowed to speak without interruption up to five (5) minutes maximum time, subject to compliance with applicable meeting rules. Questions to the speaker or responses to the speaker's questions or comments shall be handled after the speaker has completed his/her comments. Public Participation will be limited to sixty (60) minutes time.)*

**B. UTILITIES DIRECTOR COMMENTS**

**C. UTILITY BOARD MEMBER COMMENTS**

1. **Election of Officers.**

**Recommendation:** 1) Elect by majority vote a Chairperson and Vice Chairperson to serve as officers of the Utility Board; and 2) Affirm that the City Clerk will serve as Secretary.

**D. CONSENT CALENDAR**

*The Consent Calendar adopting the printed recommended action will be enacted with one vote. If Staff or Councilmembers wish to address any item on the Consent Calendar individually, it will be considered under SPECIAL CALL ITEMS.*

1. **Minutes of the Regular Utility Board Meeting on February 26, 2018.**

**Recommendation:** 1) Approve minutes as written.

2. **Award of Contract for Capital Improvement Project W-280A SGVMWD Interconnect and Site Improvements.**

**Recommendation:** 1) Approve the Award of Contract to Stephen Doreck Equipment Rentals, Inc. of Pico Rivera, California for Water Project W-280A; and 2) Authorize the Mayor to execute the Contract, in a form acceptable to the City Attorney.

3. **Award On-Call Engineering Task Order Number 2 to CivilSource, Inc. for Construction Inspection Services for SGVMWD Interconnect and Site Improvements Project W-280A.**

**Recommendation:** 1) Award Task Order Number 2 Construction Inspection Services for the SGVMWD Interconnect and Site Improvements Project W-280A to CivilSource, Inc. for a not-to-exceed price of \$68,761 in accordance with Azusa Municipal Code Sec. 2-518 – Contracts (c), Master Professional Services Contracts.

4. **Award On-Call Engineering Task Order Number 3 to Stantec Consulting Services, Inc. for SCADA Integration Services for SGVMWD Interconnect Project W-280A.**

**Recommendation:** 1) Award Task Order Number 3 Professional SCADA Integration Services for the SGVMWD Interconnect Project W-280A to Stantec Consulting Services, Inc. for a lump sum not-to-exceed price of \$48,812 in accordance with Azusa Municipal Code Sec. 2-518 – Contracts (c), Master Professional Services Contracts.

5. **Development of Four Professional Services Agreements for “As Needed” Owner’s Engineer Services on the Advanced Metering Infrastructure (AMI) Project.**

**Recommendation:** 1) Authorize Staff to develop four (4) Professional Services Agreements (PSAs) with Vass Solutions, Sheffield Scientific, Maintenance and Test Engineering, and T. S. McDonald Associates for “as needed” Owner’s Engineer consulting service on the AMI project; 2) Authorize the Mayor to execute, in a form acceptable to the City Attorney, four (4) PSAs with each of the selected firms; and 3) Authorize the Director of Utilities to administer PSAs, including making any ancillary arrangements if such are required.

6. **Extension of Professional Services Agreement with APX Inc. for Provision of Real-Time Energy Scheduling Services.**

**Recommendation:** 1) Approve Amendment No. 2 to the PSA with APX extending the term of the Agreement through June 30, 2020 at no change in monthly cost; and 2) Authorize the Director of Utilities to administer an amended PSA, including making any ancillary arrangements if such are required.

7. **Amend Blanket Purchase Order for Best Best & Krieger LLP. and Amend FY 2017-18 Budget for Additional Legal Expenses.**

**Recommendation:** 1) Increase the existing Blanket Purchase Order for Best Best & Krieger LLP by \$400,000 to a total of \$535,000; and 2) Approve budget amendment to the Water Fund's Legal Expenses (32-40-721-798-6301) in the amount of \$200,000.

**E. SCHEDULED ITEMS**

1. **Electric Cost of Service and Rate Design Study Review.**

**Recommendation:** 1) Review attached Electric Cost of Service and Rate Design Study, prepared by Burns & McDonnell, and provide staff with input and guidance, as appropriate.

2. **Advanced Metering Infrastructure (AMI) Project Update and Approval of Phase One Change to Include Additional Electric Meters.**

**Recommendation:** 1) Approve purchase of 400 additional electric meters for AMI Phase I program in amount of \$58,800 plus sales tax.

**F. STAFF REPORTS/COMMUNICATIONS**

1. Procurement of Energy Hedge for Q3 2018
2. Results of the California Air Resources Board's February 21, 2018 Auction of Greenhouse Gas Allowances

**G. VERBAL COMMUNICATIONS**

1. Water Supply Update

**H. CLOSED SESSION**

1. None.

**I. ADJOURNMENT**

1. Adjournment.

***“In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a city meeting, please contact the City Clerk at 626-812-5229. Notification three (3) working days prior to the meeting or time when special services are needed will assist staff in assuring that reasonable arrangements can be made to provide access to the meeting.”***

***“In compliance with Government Code Section 54957.5, agenda materials are available for inspection by members of the public at the following locations: Azusa City Clerk's Office - 213 E. Foothill Boulevard, Azusa City Library - 729 N. Dalton Avenue, and Azusa Light & Water-729 N. Azusa Avenue, Azusa CA.”***

I, Stephanie Urich, Senior Administrative Technician, declare that I am an employee of the City of Azusa. On March 22, 2018 at 4:30 p.m. the agenda for the Utility Board Regular Meeting on Monday, March 26, 2018, was posted in the City Clerk’s Office, 213 East Foothill Boulevard; the City Library, 729 North Dalton Avenue; Azusa Light & Water, 729 North Azusa Avenue; and the City’s webpage at [www.ci.azusa.ca.us](http://www.ci.azusa.ca.us). I declare under penalty of perjury that the foregoing is true and correct.

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Senior Administrative Technician  
Azusa Light & Water