



**FINANCE, LEGAL, AND ADMINISTRATION
COMMITTEE MEETING
OF THE BOARD OF DIRECTORS
INLAND EMPIRE UTILITIES AGENCY*
AGENCY HEADQUARTERS, CHINO, CALIFORNIA**

**WEDNESDAY, DECEMBER 9, 2015
11:00 A.M.**

***Or immediately following the
Engineering, Operations, and Biosolids Management
Committee Meeting***

CALL TO ORDER

PUBLIC COMMENT

Members of the public may address the Board on any item that is within the jurisdiction of the Board; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) of Section 54954.2 of the Government Code. Those persons wishing to address the Board on any matter, whether or not it appears on the agenda, are requested to complete and submit to the Board Secretary a "Request to Speak" form which is available on the table in the Board Room. Comments will be limited to five minutes per speaker. Thank you.

ADDITIONS TO THE AGENDA

In accordance with Section 54954.2 of the Government Code (Brown Act), additions to the agenda require two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted.

1. CONSENT ITEMS

A. MINUTES

The Committee will be asked to approve the Finance, Legal, and Administration Committee meeting minutes of November 11, 2015.

B. GENERAL DISBURSEMENTS REPORT

It is recommended that the Committee/Board approve the total disbursements for the month of October 2015, in the amount of \$12,342,322.01.

2. ACTION ITEMS

A. AUTHORIZING THE SUBSTITUTION OF THE LETTER OF CREDIT (LOC) PROVIDER FOR THE 2008B VARIABLE RATE DEMAND BONDS

It is recommended that the Committee/Board adopt Resolution No. 2015-12-1, authorizing the substitution of the LOC provider for the Variable Rate Demand Revenue Refunding Bonds (Inland Empire Utilities Agency), Series 2008B, for a not-to-exceed amount of \$44,060,000.

B. IEUA FISCAL YEAR (FY) 2014/15 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

It is recommended that the Committee/Board:

1. Approve the CAFR for FY ended June 30, 2015; and
2. Direct staff to distribute the report as appropriate, to the various federal, state, and local agencies, financial institutions, bond rating agencies, and other interested parties.

C. FY 2014/15 SINGLE AUDIT REPORT FOR FEDERAL GRANT PROGRAMS

It is recommended that the Committee/Board:

1. Approve the Single Audit Report for FY 2014/15; and
2. Direct staff to distribute the report, as appropriate, to the State Controller's Office, the Federal Clearing House, and other interested parties.

D. CONTRACT AWARD FOR THE REGIONAL WATER RECYCLING PLANT NO. 1 (RP-1) LAWN CONVERSION IMPROVEMENT

It is recommended that the Committee/Board:

1. Approve the landscape services contract for RP-1 Lawn Conversion Improvements, Project No. CP16007, to Conserve LandCare, Inc. for a not-to-exceed amount of \$319,200;
 2. Approve a budget amendment to increase the Regional Wastewater Operations & Maintenance (RO) fund revenue and expenses in the amount of \$450,000; and
1. Authorize the General Manager, or in his absence, his designee to execute the contract.

E. JANITORIAL MAINTENANCE SERVICES CONTRACT AWARD

It is recommended that the Committee/Board:

1. Approve the award of a five-year competitively-let contract to Priority Building Services, LLC, for janitorial maintenance services for a total annual amount of \$166,593, effective January 3, 2016; and
2. Authorize the Manager of Contracts and Facilities Services to execute the contract.

F. COURIER SERVICES CONTRACT AWARD

It is recommended that the Committee/Board:

1. Approve the award of a five-year competitively-let contract to PacTrack of Fullerton, California, through December 31, 2020, for Agency-wide courier and laboratory sample delivery services; and
2. Authorize the Manager of Contracts and Facilities Services to execute the contract.

G. UNARMED UNIFORMED SECURITY SERVICES CONTRACT

It is recommended that the Committee/Board:

1. Approve the contract to Universal Protection Services (UPS), through December 31, 2020; for IEUA uniformed security services, for a not-to-exceed amount of \$858,000, for up to a five-year term; and
2. Authorize the Manager of Contracts and Facilities Services to execute the contract.

H. ENVIRONMENTAL SERVICES MASTER CONTRACT AMENDMENT

It is recommended that the Committee/Board:

1. Approve contract amendment 4600001385-001, with Tom Dodson and Associates (TDA), for an on-call environmental services contract, for an additional amount of \$200,000; and
2. Authorize the General Manager, or in his absence, his designee to execute the contract amendment.

I. CONSTRUCTION CONTRACT AWARD FOR THE FIBER OPTIC PULL BOX UPGRADES

It is recommended that the Committee/Board:

1. Approve the construction contract award for the Fiber Optic Pull Box Upgrades, Project No. EN15030.02, to J.F. Shea Construction, Inc. in the amount of \$248,500; and
2. Authorize the General Manager to execute the contract.

3. INFORMATION ITEMS

A. FIRST QUARTER BUDGET VARIANCE REPORT FOR FY 2015/16

B. INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY (IERCA) FY 2014/15 FINANCIAL STATEMENTS

C. PARTICIPATION IN THE CALIFORNIA ASSET MANAGEMENT PROGRAM (CAMP)

RECEIVE AND FILE INFORMATION ITEM

D. TREASURER'S REPORT OF FINANCIAL AFFAIRS (WRITTEN)

4. GENERAL MANAGER'S COMMENTS

5. COMMITTEE MEMBER COMMENTS

6. COMMITTEE MEMBER REQUESTED FUTURE AGENDA ITEMS

7. ADJOURN

*A Municipal Water District

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Secretary (909-993-1736), 48 hours prior to the scheduled meeting so that the Agency can make reasonable arrangements.

Proofed by: sh

DECLARATION OF POSTING

I, April Woodruff, Board Secretary/Office Manager of the Inland Empire Utilities Agency, A Municipal Water District, hereby certify that a copy of the agenda has been posted by 5:30 p.m. in the foyer at the Agency's main office, 6075 Kimball Ave., Building A, Chino, CA on Thursday, December 3, 2015.

For S. Riley
April Woodruff