



Truckee Donner Public Utility District

**SPECIAL BOARD MEETING
6:00 p.m., Tuesday, April 16, 2019
TDPUD Board Room
AGENDA**

Directors
Joseph R. Aguera
Jeff Bender
Bob Ellis
Tony Laliotis
Christa Finn
General Manager
Michael D. Holley

1. Call to order
2. Roll Call
3. Pledge of Allegiance
4. Changes to the agenda
5. Public Input – This is time set aside for the public to address the Board on any matter not on the agenda. Testimony related to any agenda item should be addressed at the time that that item is considered.
(The public may comment on any subject that is not on the agenda. Each speaker will be limited to three minutes, but speaker time may be reduced at the discretion of the Board President if there are a large number of speakers on any given subject.)

DIRECTOR UPDATE

6. This item provides time for Directors to comment on any item within the purview of the District.

CONSENT CALENDAR

7. Consideration of Awarding a Contract to Purchase Light Emitting Diodes (LEDs) for the District Conservation Program.
This item involves a contract with General Pacific to purchase LEDs for the conservation program in an amount \$22,890 and not to exceed \$79,650.
8. Consideration to Sell Snow Removal Equipment.
This item concerns a private sale of Unite 399, New Holland Tractor and equipment.
9. Consideration for Designation of Labor Negotiators for the General Manager Transition/ Succession Agreement(s).
This item concerns appointing labor negotiators.

CLOSED SESSION

10. Closed Session Pursuant to Government Code Section 54957.6, Conference with Labor Negotiator: Agency. Unrepresented Employee: General Manager - Transition Succession Agreement(s).

WORKSHOP ITEM(S)

11. AB1234 Ethics Training – District Counsel, Steve Gross, and Hurt & Associates, Pam Hobday.

This item involves training related to AB1234, Ethics Training.

ADJOURNMENT

The agenda is available for review at the TDPUD administrative office and the District's internet website. Posted on Friday, April 12, 2019.

Shanna D. Kuhlemier, CMC, District Clerk

A copy of the agenda packet is available for public review, during normal business hours, at the district administrative office located at 11570 Donner Pass Road. Public participation is encouraged. The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the Districts public meetings. If particular accommodations for the disabled are needed (i.e. disability-related aids, or other services), please contact the District Clerk at (530) 582-3980 or ShannaKuhlemier@tdpud.org, at least 24 hours in advance of the meeting.

Closed Session: Pursuant to Section 54957.6 of the Government code, Conference with Labor Negotiator; Agency



CONSENT

To: Board of Directors
From: Lisa Hall
Date: April 16, 2019
Subject: Consideration of Awarding a Contract to Purchase Light Emitting Diodes (LEDs) for the District's Conservation Program

1. WHY THIS MATTER IS BEFORE THE BOARD

Board authorization is required for expenditures in excess of \$15,000.

2. HISTORY

The approved FY19 budget includes funding for the District's energy conservation programs. Many of the District's energy efficiency programs include hand-outs of free energy-efficient light bulbs to customers. In FY18, the District distributed over 9,000 LED light bulbs, saving approximately 151 MWh.

The annual LED contract specifications include both minimum and maximum thresholds based on estimates of program participation, which provides flexibility to match customers' needs while committing to a total dollar purchase amount.

3. NEW INFORMATION

Staff has identified 6 LED bulbs for FY19: A 60W equivalent A-style traditional bulb; a 100W equivalent A-style traditional bulb; a 40W equivalent globe, a 65W equivalent BR30 floodlight bulb; a 75W equivalent PAR38 floodlight bulb; and an 18W T8 tube bulb.

The District issued a Request for Bid (RFB) on March 1st, 2019, that was advertised in the Sierra Sun on March 8, 2019, and sent directly to the District's known vendor list. A bid opening was held on March 19, 2019. The RFB was for a minimum quantity of 5,500 and a maximum quantity of 20,000.

The specification for the bid award is the lowest aggregated bid price for the minimum quantities, times the bid unit price per bulb type. The maximum contract price amount (not to exceed) will be based on the maximum quantities times the bid unit prices per type of bulb. Five bids were received and two were responsive. The bid results are included in the following table:

Vendor	Location	Aggregated Bid Price	Results
AM Conservation	Charleston, SC	\$64,375	Not Responsive - does not meet Title 20 specs
General Pacific	Fairview, OR	\$79,650	Responsive
SolarMax LED	Riverside, CA	\$64,240	Not Responsive - did not provide a PAR38 sample and did not sign bid
Gexpro	McClellan, CA	\$68,560	Not Responsive - Globe did not meet specs
Pacific Lamp & Co	Seattle, WA	\$82,000	Not Responsive - did not provide samples

General Pacific was the lowest responsive bidder with an aggregated total of \$79,650.

4. FISCAL IMPACT

The guaranteed minimum contract amount is \$22,890 with a total contract amount not to exceed \$79,650. Sufficient funds exist within the approved FY19 budget for this procurement.

5. RECOMMENDATION

1. Find the AM Conservation, SolarMax LED, Gexpro, and Pacific Lamp & Co bids non-responsive.
2. Authorize the General Manager to execute a contract with General Pacific for the purchase of LED's in a minimum amount of \$22,890 with a total contract amount not to exceed \$79,650 plus shipping and tax.

Lisa Hall
Administrative Services Director

Michael D. Holley
General Manager



CONSENT

To: Board of Directors
From: Stephen Moore
Date: April 16, 2019
Subject: Consideration to Sell Snow Removal Equipment

1. WHY THIS MATTER IS BEFORE THE BOARD

Board authorization is required to sell District property.

2. HISTORY

On October 03, 2018 the Board approved the purchase of new snow removal equipment for the Water Department and authorized the General Manager to dispose of the surplus equipment, Unit 399, at public auction. The surplus equipment is a 2012 New Holland tractor with a snow blower attachment.

3. NEW INFORMATION

A local snow removal company, Ruppert Incorporated (Ruppert), uses New Holland snow removal equipment in their operations. Ruppert learned of the sale of Unit 399 from the Board action on October 3, 2018. They approached staff early this year about the possibility of purchasing Unit 399 to grow their fleet. In March, 2019 they inspected the 2012 New Holland tractor with snow blower attachment and miscellaneous included parts. On March 26, 2019 the District received a cash offer from Ruppert in the amount of \$102,000 for the purchase of Unit 399.

Staff estimates the auction price for the sale of Unit 399 to be approximately \$100,000. However, after deducting shipping expenses to the auction house, and auction fees of 5% of the sale price, it is estimated the District would receive no more than about \$93,500 for Unit 399 if sold by auction.

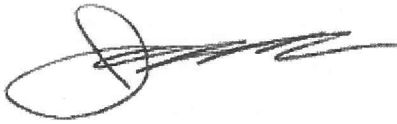
The proposed sale of Unit 399 to Ruppert for \$102,000 results in a net gain of about \$8,500 compared to selling this equipment using the auction process. Staff recommends selling Unit 399 directly to Ruppert in lieu of sending this equipment to auction.

4. FISCAL IMPACT

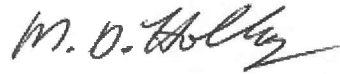
Proceeds from the sale of Unit 399 will be deposited into the Water Operating Reserve Fund and used to offset the cost of the new equipment in the future.

5. RECOMMENDATION

- 1) Authorize the General Manager to sell Unit 399, a 2012 New Holland Tractor including snow blowing equipment and miscellaneous parts, to Ruppert Incorporated for the sales price of \$102,000.
- 2) Authorize the General Manager to apply sale funds for Unit 399 to the Water Operating Reserve Fund.
- 3) Authorize the General Manager to sign the registered title of Unit 399 over to Ruppert Incorporated.



Joe Horvath
Electric Utility Director



Michael D. Holley
General Manager

Agenda Item # 9



ACTION

To: Board of Directors
From: Michael D. Holley
Date: April 16, 2019
Subject: Consideration for Designation of Labor Negotiators for the General Manager Transition Succession Agreement(s).

1. WHY THIS MATTER IS BEFORE THE BOARD

Only the Board can appoint negotiator(s) for the General Manager's employment.

2. HISTORY

The General Manager's roles and responsibilities are outlined in District Code - Title 2 - Administration. The General Manager's contract expires as of July 2020, whereas, it is common knowledge the current General Manager will retire.

3. NEW INFORMATION

In preparation of the anticipated retirement, the Board will need to discuss potential transition/succession agreement(s) with said employee.

Government Code Section 54957.6 (a) outlines:

Prior to negotiating in Closed Session, the Board must identify and designate representatives.

4. FISCAL IMPACT

There is no fiscal impact associated with this matter as it relates to appointing labor negotiators.

5. RECOMMENDATION

Appoint two Board of Directors as negotiators with respect to the General Manager's Transition/Succession Agreement(s).

A handwritten signature in black ink that reads "M. D. Holley".

Michael D. Holley
General Manager