



**MEETING MINUTES**  
**November 13, 2007**

**Attendees:**

Cara Ingebrigtsen	Brown & Caldwell	cingebrigtsen@brwncald.com
Cindy Preuss	Harris & Associates	cpreuss@harris-assoc.com
Colin Dudley	Brown & Caldwell	cdudley@brwncald.com
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Jeffrey Curl	Northwest Pipe Company	<a href="mailto:JCURL@nwpipe.com">JCURL@nwpipe.com</a>
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Jimmy Dang	K/J	<a href="mailto:JimmyDang@KennedyJenks.com">JimmyDang@KennedyJenks.com</a>
Jonathan Lee	WVSD	jlee@westvalleysan.org
Julia Nguyen	City of San Jose	<a href="mailto:Julia.Nguyen@sanjoseca.gov">Julia.Nguyen@sanjoseca.gov</a>
Kyle Carbert	Harris & Associates	<a href="mailto:kcarbert@harris-assoc.com">kcarbert@harris-assoc.com</a>
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Sandie DeMedeiros	CDM	DeMedeirosSL@cdm.com
Sasha Mestetsky	CCCSD	SMESTETS@centralsan.dst.ca.us
Stan Shogren	K/J	StanShogren@KennedyJenks.com

**Presentation: *Trenching: Smooth Sailing or Prolonged Archaeological Disaster?*** by Miley Holman of Holman & Associates.

Miley provided an excellent presentation on archaeological considerations when trenching. Here are just a few highlights:

- Any artifacts dating 45 years or older are considered historically significant by State standards, 50 years or older by Federal standards.
- Prehistoric artifacts are those dated 1769 and earlier (tied to arrival of Europeans in the area).
- A Section 106 Cultural Resources analysis is required of certain projects subject to CEQA/CEQA Plus, with more stringent cultural resources requirements if an SRF loan is tied to the project.
- The need for a Cultural Resources analysis depends upon whether artifacts are expected to be found within your project area. Historic and prehistoric site maps should be referenced to help gauge this. To supplement this (if needed), mechanical subsurface presence/absence testing may be required.
- If unsure whether your project needs a cultural resources analysis:
  - Contact Holman & Associates and provide a quick overview of your project. They'll let you know what, if anything, may be needed.
  - Contact the Northwest Information Center (regional office of the State Historical Preservation Office).\*
  - Contact the USACE.

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- Some archaeological findings exist very deep, possibly buried over silt. These are typically found during actual construction versus during site reconnaissance.
- “Ounce of prevention” is best rule of thumb where cultural resources are concerned. Any analysis done up front is encouraged so that time is saved down the road. Even having an investigation done during the Initial Study (versus waiting until gets to CEQA) is encouraged.
- If artifacts are discovered during construction, operations are shut down while artifacts are inventoried, retrieved, analyzed and documented in a report. In worst cases, mitigation involves realignment of the proposed facility to avoid the area altogether.
- Mitigation may be planned for if artifacts are expected to be discovered during construction. These may include adding a bid item or contingency to bid schedule.
- It should be noted that when there is State & Federal involvement in your project, a long lead time is often required for reviews.

\*This office also has a list of approved archaeologists they use for referrals.

A big thank you to Miley for this presentation!

**General:**

***Damage Prevention Conference (DPC):*** Cindy will distribute information on this conference (typically held each December) to attendees of this meeting. We’re curious if anyone has attended one of these conferences to see if it would be beneficial for our members to attend. If so, we may sponsor attendance for one or more people at next year’s conference (too late for the 2007 conference).

***2008 Seminar Info:*** All papers are confirmed and templates will be sent out next week. Look for registration forms to be sent out mid-December. Ad proof will be provided to Executive Committee for December issue of Trenchless Technology. Vendors are already inquiring about table space. We’re repeating last year’s set up at \$250/table, 6 tables total. Still need keynote speaker!

***Bylaws Legal Review:*** Hopkins & Carley are just getting started on the bylaws review. Once revisions are made, the bylaws will be distributed to our members for voting.

***IRS Filing Status:*** Accountant will file extension for IRS Form 990 since deadline of November 15 covering 2005 & 2006 years is too soon to be ready. Should be easy since we have no charitable contributions. Our status is tax exempt. Also need to file a CT1 report to State Attorney’s Office to show we’re legitimate. Our accountant (on retainer at \$800 NTE) will help with these reports.

***Web Re-Design Status:*** Feedback has been compiled on ideas for our new website. Next step is to meet with a web design specialist. Will post our IRS information for public viewing on the new website.

***Current Financial Report:*** Sasha Mestetsky reported \$50,000 in our account. Harris is fully relieved from any and all accounting responsibilities; all treasurer responsibilities are now in the hands of Sasha.

***Report on Recent WEFTEC Conference:*** Sasha Mestetsky attended this year’s WEFTEC conference and claims it’s the best conference they’ve had in years – the presentations weren’t anything special but the exhibit hall was excellent. Next year’s conference is in Chicago. Sponsorship and/or executive committee attendance suggested for next year.

***Project Discussions:*** Jonathan reported that WVSD just opened bids on pipe bursting project: Darcy & Hardy lowest bid at \$1.4M; engineer’s estimate at \$1.6M.

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Sidenote: Mandatory pre-bid meeting held on 10/22 to secure staging area and discuss easement concerns. One Contractor's bid thrown out due to failure to attend pre-bid meeting; Contractor challenged WVSD, sighting Public Contracting Code 6610 which mandates pre-bid meetings must not be held within 5 calendar days of first publication of notice. Notice published on 10/17 (that day counts), so pre-bid fell on the sixth day. WVSD was fine.

Feedback on pre-bid: CCCSD generally doesn't hold mandatory pre-bid meetings, and if a pre-bid meeting is held they give ample time between notice and date of meeting. Also, they have bidders list they use to fax & call to encourage lots of bids – done to protect CCCSD from allegations of favoritism and/or close the door to legal scrutiny.

Jonathan also reported that a 2-year on-call contract will go to bid in December to handle emergency/point repairs.

CSAN just awarded their A-line relief interceptor project to Mountain Cascade, Pacific Boring & Nada Pacific. Five bids received, lowest approx. \$14M which was close to engineer's estimate. Project includes 3 micro-tunnels: 2@96", 1@72", with reaches of 1300', 1000', and 700'.

***Ideas for Meeting Presentation Topics:*** Manhole rehabilitation; triple siphon materials, design, and maintenance, RCP specifications conditions and overview of design issues for each standard; desalination effects on existing structures; and recycled water mixed with reservoir water used for drinking. CIPP training course to be scheduled as full day seminar.

**Next Meeting:**

Our next meeting will be held **TUESDAY, DECEMBER 18, 2007** at the offices of **Brown & Caldwell** located at **201 N. Civic Dr., Suite 300, Walnut Creek, CA**. The topic will be on **Spiral Wound Lining Technologies**, given by Jacquie Jaques of Chevalier Pipe Technologies. Please call (925) 827-4900 ext 176 or email [cpreuss@harris-assoc.com](mailto:cpreuss@harris-assoc.com) to RSVP.