

MINUTES OF A MEETING OF THE  
ENGINEERING/EQUIPMENT COMMITTEE  
OF THE VALLECITOS WATER DISTRICT  
MONDAY, APRIL 23, 2018 AT 11:00 A.M.  
AT THE DISTRICT OFFICE, 201 VALLECITOS DE ORO,  
SAN MARCOS, CALIFORNIA

Director Hernandez called the meeting to order at the hour of 11:00 a.m.

Present:                    Director Hernandez  
                                Director Elitharp  
                                General Manager Pruim  
                                District Engineer Gumpel  
                                Capital Facilities Senior Engineer Hubbard  
                                Administrative Secretary Johnson

ITEM(S) FOR DISCUSSION

BOARD ROOM AUDIOVISUAL UPGRADES

General Manager Pruim stated that at the April 18 Board meeting, a bid for the Board Room audiovisual (AV) upgrades was presented to the Board for approval. The Board requested this Committee review the bid in further detail. Bids were received on April 4 and are valid for 60 days.

District Engineer Gumpel stated the Board Room in which the Committee met was set up as a “mock up” so that the Committee could visualize and better understand the proposed upgrades.

Capital Facilities Senior Engineer Hubbard discussed various components of the proposed upgrades including:

- A portable table for staff with monitors;
- Monitors for the General Manager and District Legal Counsel, and wiring for an additional monitor for a future Assistant General Manager;
- Two 82-inch wall mounted monitors behind the dais;
- New monitors, voting system and microphones for the Board
- Upgraded lighting above the dais;
- Portable podium containing hardware for AV interface;
- Three monitors and AV system controls for the Executive Secretary; and
- Two rolling 82-inch screens to replace the current projection screens, one of which is no longer operational

General discussion took place regarding the need for the rolling screens. The rolling screens are intended to improve the audience’s view of the meeting or event taking

place. A larger screen behind the dais is not possible with the ceiling configuration of the room. Removing one screen from the proposal would probably not bring the project cost down significantly.

The Committee viewed a recording of a recent Board meeting which demonstrated the overall poor audio and visual quality of the recording.

A breakdown of the project costs was provided to the Committee. The base bid includes the wiring for items that could be added at a later date, such as additional cameras or videoconferencing equipment. Capital Facilities Senior Engineer Hubbard provided information on upgrades other agencies have completed in recent years and their costs which ranged from \$375,000 to \$1.2 million. The proposed AV upgrades to the Board Room are considered moderate.

General discussion took place regarding the option of awarding the bid with the anticipation of change orders for deducted items. General Manager Pruim cautioned the Committee that he will need to consult with the District's Legal Counsel on how to proceed with that option. Another option would be to redesign, rescope, and rebid the project; however, the process of doing that would reduce any cost savings.

Mike Hunsaker, member of the public, addressed the Committee and provided suggestions for the upgrades, such as larger side screens, adequate screen resolution and wiring, the ability for live streaming and recording, time stamp for recordings, and for future upgrades, closed caption and Spanish options.

The consensus of the Committee was to recommend the Board award the base bid as it was presented without alternate added items.

#### OTHER BUSINESS

None.

#### PUBLIC COMMENT

Mike Hunsaker, member of the public, addressed the Committee stating the drought is coming back and the State could declare an emergency at any time. He expressed his belief that master meters are being left open and immune to rationing, and that master meters should not be allowed in any new construction.

#### ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at the hour of 11:49 a.m.