



Mission statement of McKinleyville Community Services District:
"Provide McKinleyville with safe and reliable water, wastewater, lighting, open space, parks and recreation, and library services in an environmentally and fiscally responsible manner."

**NOTICE IS HEREBY GIVEN THAT A SPECIAL MEETING OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS
WILL BE HELD**

**WEDNESDAY, December 9, 2015
Special Meeting 7:00 pm
Azalea Hall, 1620 Pickett Road
McKinleyville, California**

AGENDA
Special Meeting 7:00 pm

A. CALL TO ORDER

- A.1 Introduce November 3, 2015 Election Results, Administer Oath of Office to Re-elected Directors and Adopt Resolution 2015-33 Accepting Certificate of Appointment in Lieu of Election by the Humboldt County Board of Supervisors **Pg. 4**
Attachment 1 – Resolution 2015-32 and Exhibit A **Pg. 6**

A.2 Roll Call

A.3 Pledge of Allegiance

A.4 Additions to the Agenda

A.5 Approval of the Agenda

B. PUBLIC HEARINGS

These are items of a Quasi-Judicial or Legislative nature. Public comments relevant to these proceedings are invited.

NO PUBLIC HEARING SCHEDULED

C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS

*Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District; however, any matter that requires action will be referred to staff for a report of action at a subsequent Committee or Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered. **Comments are limited to 3 minutes.** Letters should be used for complex issues.*

D. CONSENT CALENDAR

Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board of Directors at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be removed so that it may be acted upon separately.

NO CONSENT CALENDAR ITEMS SCHEDULED

E. CONTINUED AND NEW BUSINESS

- E.1 Consistent with MCSD Wastewater Management Facility Improvements bid documents, conduct Bid Protest hearing Requested by Wahlund Construction, Inc. **Pg. 10**
- Attachment 1 – 20151203 Staff Recommendation Memo – 1427940-v3 **Pg. 13**
 - Attachment 2 – 20151022 McKinleyville CSD WMF Improvements Bid Tabulation **Pg. 22**
 - Attachment 3 – 20151027 Notice of Intent WWMF Letter mailed to Wahlund Construction **Pg. 23**
 - Attachment 4 – 20151027 Notice of Intent WWMF Letter mailed to Auburn Constructors, Inc. **Pg. 25**
 - Attachment 5 – 20151105 Wahlund Constructions Official Protest Received **Pg. 27**
 - Attachment 6 – 20151106 Request for Response from Auburn Constructors, Inc. **Pg. 31**
 - Attachment 7 – 20151106 Six GFE Pages for WWMF Improvement Project Bid Specs **Pg. 32**
 - Attachment 8 - 20151109 McKinleyville DBE Documentation SRF Determinations **Pg. 43**
 - Attachment 9 – 20151109 RE: McKinleyville DBE Documentation **Pg. 44**
 - Attachment 10 – 2015110 Auburn Construction, Inc. Attorney's Response to Wahlund Bid Protest Response Received **Pg. 46**
 - Attachment 11 – 20151117 Wahlund's Response to Auburn Constructions Response to Wahlund's Original Protest **Pg. 50**
 - Attachment 12 – 20151120 Notice of Public Hearing Letters mailed and emailed to Auburn Constructors, Inc. **Pg. 54**
 - Attachment 13 – 20151120 Notice of Public Hearing Letters mailed and emailed to Wahlund Construction **Pg. 55**
 - Attachment 14 – 20151202 Auburn LTO G Orsini re response to Wahlund Protest 12 2 15 **Pg. 56**
 - Attachment 15 – 20151202 Final Protest Letter and attachments from Wahlund Construction **Pg. 200**
 - Attachment 16 – Resolution 2015-33 Bid Protest Response **Pg. 214**

- E.2 Review Board Rotation Schedule, Board Officers and Committee Appointments for the 2016 Calendar Year **Pg. 215**
Attachment 1 – 2015 Positions, Staff Member Appointments and 2015 Committee Assignments **Pg. 217**
Attachment 2 – Board Rotation Schedule **Pg. 218**
- E.3 Proposed Modification of the Board Policy Manual to add Part 11 Draft Board Self-Evaluation **Pg. 219**
Attachment 1 – Draft Board Self-Evaluation Policy & Procedure **Pg. 220**
Attachment 2 – Draft Evaluation Form **Pg. 221**

F. REPORTS

F.1 PRESIDENT'S REPORT

F.2 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEMS REQUESTS

G. ADJOURNMENT

Posted 5:00 pm on December 4, 2015

McKinleyville Community Services District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the Board Secretary at (707) 839-3251. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements for accommodations.