



**AGENDA FOR A REGULAR BOARD OF DIRECTORS' MEETING  
SCHEDULED WEDNESDAY, AUGUST 28, 2019  
at 11:00 a.m. – BWWB – Distribution Building – Conference Room**

CALL TO ORDER AND INVOCATION

1. Request Board **to adopt** resolutions commending the Employees of the Month for August 2019:

☞ Engineering and Maintenance Division

- Jeffrey Cochran (Principal Engineer/Water Purification)
- Johnathan Bittles (Maintenance Mechanic I)
- Jacquice Boyd (Engineer I)

☞ Finance and Administration Division

- Joyce Perry (Safety and Risk Management Supervisor)

☞ Operations and Technical Services Division

- Eddie Reaves, III (Residual Plant Operator I – Shades Mountain Filter Plant)
- Timothy Harris (Superintendent – Shades Mountain Filter Plant)
- Gary Mizzell (Supervisor – Shades Mountain Filter Plant)
- James Smith (Maintenance Crew Leader – Shades Mountain Filter Plant)
- Jordan Mitchell (Pump Station Operator Trainee – Mulberry)
- John Gilreath (Filter Operator IV – Shades Mountain Filter Plant)
- LaTonya Hughes (Residual Operator II – Shades Mountain Filter Plant)
- Drusilla Hudson (Manager – EnviroLab)
- Stacy Littleton (Chief Chemist – EnviroLab)
- Jarod Johnson (Maintenance Crew Leader – Carson Filter Plant)
- Lorenzo Clay (Supervisor – Western Filter Plant)

2. Request Board **to hear** an update from POLIHIRE regarding executive searches for an Assistant General Manager, Operations and Technical Services and an Assistant General Manager, Finance and Administration.

3. Request Board **to approve** payments of the following invoices:

3.1 Raftelis Financial Consultants, Inc.

For professional services rendered for July 2019 \$ 26,402.08

3.2 Parnell Thompson, LLC

For professional services rendered for July 2019 \$ 111,082.50

4. Request Board **to take bids** on the following:

4.1 Uniforms for Board's field employees, for an annual estimated supply, at an estimated out-of-pocket cost to the Board of \$59,750.15, as recommended by the Engineering and Maintenance Committee.

4.2 Meter Adapters, for an annual estimated supply, to replenish stock in the Warehouse to be used throughout the distribution system, at an estimated out-of-pocket cost to the Board of \$86,454.91, as recommended by the Engineering and Maintenance Committee.

- 4.3 Full Circle Repair Clamps, for an annual estimated supply, to replenish stock in the Warehouse, at an estimated out-of-pocket cost to the Board of \$96,069.41, as recommended by the Engineering and Maintenance Committee.
  - 4.4 Installation of seventeen (17) water sampling stations located at fire stations in the City of Birmingham and surrounding municipalities for State of Alabama mandated water samples, at an estimated out-of-pocket cost to the Board of \$96,560.00, as recommended by the Engineering and Maintenance Committee.
  - 4.5 ThermoFisher Scientific™ Dionex™ ICS-6000 HPIC™ System, for the EnviroLab at an estimated out-of-pocket cost of \$134,678.40, as recommended by the Engineering and Maintenance Committee.
  - 4.6 Corporation Stops, for an annual estimated supply, to replenish stock in the Warehouse at an estimated out-of-pocket cost to the Board of \$157,920.00, as recommended by the Engineering and Maintenance Committee.
  - 4.7 Replacing Hardware used for handling core networking functions in the IT Department, at an estimated out-of-pocket cost to the Board of \$230,000.00 to \$294,000.00, as recommended by the Engineering and Maintenance Committee.
  - 4.8 Asphalt HOT Mix for permanent and patch paving jobs within the limits of the Birmingham Water Works for one (1) year at an estimated out-of-pocket cost to the Board of \$1,134,250.00, as recommended by the Engineering and Maintenance Committee.
  - 4.9 Customer Bill Printing to be used for a re-designed customized bill image, the printing of the bill image and the associated United States Postal Service postage expense at \$1,250,000.00 per year for a 3-year contract at a total out-of-pocket estimated cost of \$3,750,000.00, as recommended by the Communications Committee.
5. Request Board **to enter** into a standard Reimbursable Agreement with Jefferson County Commission; and to authorize the General Manager and/or Assistant General Manager to execute the agreement; and **to take bids** for the extension of mains along Berrywood Road and McCombs Mill Road in the City of Pinson in unincorporated Jefferson County, Alabama, at an estimated cost of \$226,750.00, less estimated Jefferson County Commission reimbursement totaling \$226,750.00, no out-of-pocket cost to the Board, as recommended by the Engineering and Maintenance Committee.
  6. Request Board **to enter** into an Alabama Department of Transportation (ALDOT) Supplemental Agreement (SAHD No. 2); and to authorize the General Manager and/or Assistant General Manager to execute the agreement; and **to take bids** for the relocation of BWWB facilities in conflict with ALDOT Project No. STPBH 7020(601) along Patton Chapel Road from Crayrich Drive to Chapel Lane located in Jefferson County, Alabama, at an estimated cost of \$1,283,692.08, less estimated ALDOT reimbursement totaling \$1,283,692.08, at no out-of-pocket cost to the Board, as recommended by the Engineering and Maintenance Committee.
  7. Request Board **to award bids** on the following:
    - 7.1 Mark Johnson Construction, **the lowest responsible and responsive bidder**, to replace the Chloride Scrubbers at the Putnam Filter Plant and the Carson Filter Plant to replace the hazardous liquid type existing scrubbers, at a total out- of-pocket cost to the Board of

\$550,000.00, as recommended by the Engineering and Maintenance Committee. [NOTE: Underutilized Business (HUB)'s subcontractor participation for is 50%.]

NO OF BIDS: 2

MINORITY VENDOR BID: Yes ✓ or No

NEW VENDOR: No ✓ or Yes

7.2 To two (2) contractors to purchase nine (9) replacement vehicles as follows, as recommended by the Engineering and Maintenance Committee:

- Kenworth of Birmingham, **the lowest responsible and responsive bidder**, for Eight (8) Heavy Weight Vehicles, at a total out-of-pocket cost to the Board of \$1,106,990.83.
- Long Lewis Ford, **the lowest responsible and responsive bidder**, for one (1) F-550 Crew Cab vehicle, at an out-of-pocket cost to the Board of \$54,720.00.

NO OF BIDS: 1

MINORITY VENDOR BID: No ✓ or Yes

NEW VENDOR: No ✓ or Yes

8. Request Board **to approve** a right-of-way agreement with Armstrong Pump and Service Company, Inc., at an out-of-pocket cost to the Board of \$62,000.00; and **to authorize** the General Manager and/or the Assistant General Manager to execute the agreement, as recommended by the Engineering and Maintenance Committee.
9. Request Board **to approve** the FY 2020 health insurance plan design, premium rates, COBRA rates and an agreement with freshbenies (telehealth - for an approximate cost of \$93,024 in 2020) and **to approve** the General Manager or Assistant General Manager to effectuate the necessary documents. Former IWWB Employees & Under 65 IWWB Retirees BCBS health insurance plan design and premium rates will not change with the exception of adding the freshbenies service, as recommended by the Human Resources Committee.
10. Request Board **to approve** Birmingham Water Works joining the First Responder Network Authority ("FirstNet") Wireless Network, as recommended by the Engineering and Maintenance Committee.
11. Request Board **to approve** renewal of a 24-month agreement with Message Point Media, **a sole source provider**, to provide communication services and support as part of the BWWB employee and customer engagement strategy for the period September 1, 2019 through August 31, 2021 at an estimated cost for year one of \$40,200.00 and year two of \$37,210.00 for a total estimated cost of \$77,410.00, as recommended by the Communications Committee.
12. Request Board **to approve** an agreement to grant permission for BWWB to grant access to a 1994 Tracker Pontoon Boat located at Inland Lake for use by the Pine Mountain, Remlap and Allgood Volunteer Fire Departments to fight fires and conduct emergency rescue operations; and **to authorize** the General Manager and/or the Assistant General Manager to execute said agreement.
13. Request Board **to approve** an agreement with On the Job Training (OJT) and Incumbent Worker Training Programs through the Workforce Innovation and Opportunity Act; and **to authorize** the General Manager and/or Assistant General Manager to approve the necessary agreements along with legal review, as recommended by the Human Resources Committee.
14. Request Board:
  - Effective immediately, an employee that is arrested and charged with a crime (whether the crime is a misdemeanor or a felony) and said employee maintains that they are innocent, said employee may not be placed on unpaid administrative leave or terminated.

- Should that employee subsequently plead guilty or be found guilty of said criminal charge, then said employee is subject to having their employment terminated immediately.
- The General Manager is hereby authorized and instructed to amend the Water Works Board Employee Hand Book and Manager Guide to comply with this resolution.

15. New Business.

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OPEN FORUM

**Board of Directors, Senior Executive Management, and Employees Discussions  
[the Call Center, the Electrical & Mechanical, the Customer Support Services, the EnviroLab, the Industrial and Commercial Accounts, the Business Systems/Operations, and the Internal Audit departments.]**

- ❖ Request Michael Johnson, General Manager; Derrick Murphy, Assistant General Manager, and Sonny Jones, Assistant General Manager, to introduce the Finance and Administration, the Engineering and Maintenance and the Operations and Technical Services divisions' managers and supervisors, respectively, and to request respective persons give a description of their job duties.
  - ❖ Shirley Russell, Manager – Call Center
  - ❖ Casey Rogers, Manager – Electrical & Mechanical
    - Russell Jennings, Superintendent – Mechanical
  - ❖ Geraldine Davis, Manager – Customer Support Services
    - Chris Landrum, Superintendent – Meter Reading
    - Michael Boone, Superintendent – Area Field Services
  - ❖ Drusilla Hudson, Manager – EnviroLab
    - Stacy Littleton, Chief Chemist
    - Derrick Felton, Supervisor – QA/QC
    - Will Moore, Superintendent – Water Quality
    - Jarod Shotts – Regulatory Compliance Specialist
  - ❖ Johnnie Mayfield, Manager – Industrial and Commercial Accounts
    - Josh Smith, Superintendent – Industrial and Commercial Accounts
  - ❖ Barry Williams, Manager – Business Systems/Operations
  - ❖ Carolyn White, Manager – Internal Audit
- ❖ Request a question-and-answer session with employees in the Call Center, the Electrical & Mechanical, the Customer Support Services, the EnviroLab, the Industrial and Commercial Accounts, the Business Systems/Operations, and the Internal Audit departments.