



**AGENDA FOR A REGULAR BOARD OF DIRECTORS' MEETING  
SCHEDULED WEDNESDAY, MARCH 11, 2020  
at 12:30 p.m. – BWWB – Cahaba Pumping Station**

**CALL TO ORDER AND INVOCATION**

1. Request Board **to elect** the following Officers of the Corporation for 2020 calendar year:
  - 1.1 First Vice Chair/First Vice President
  - 1.2 Second Vice Chair/Second Vice President
  - 1.3 Secretary-Treasurer
  - 1.4 Assistant Secretary-Treasurer
2. Request Board **to adopt** a resolution establishing its committees, effective March 11, 2020, with appointed presiding Board committee members, senior executive management and consultants to serve on the respective committees.
3. Request Board **to adopt** a resolution expressing its condolences in the death of employee David Brown (Field Investigator – System Development Department) who passed away on February 22, 2020. Mr. Brown was employed for 12 years at the Birmingham Water Works Board.
4. Request Board **to approve** the following minutes:
  - 4.1 November 14, 2019 Regular Board of Directors' Meeting
  - 4.2 December 11, 2019 Regular Board of Directors' Meeting
  - 4.3 December 18, 2019 Regular Board of Directors' Meeting
5. Request Board **to approve** Director King's mileage expense reimbursement for February 2020 in the amount of \$71.30. [**NOTE:** A Roll Call Vote is required.]
6. Request Board **to adopt** resolutions authorizing monthly retirement benefits from the Board's Retirement Trust Fund, as stated on the respective retirement calculations, and commending the following employees for their years of service:
  - 6.1 John Dansby, Distribution Manager, Distribution Department for 24 years of service, effective April 1, 2020.
  - 6.2 Russell Jennings, Mechanical Superintendent, Electrical and Maintenance Department for 32 years and 6 months, effective April 1, 2020.
7. Request Board **to commend** the employees of the Training / Organizational Development / Safety & Risk Management Department for their outstanding efforts in helping the BWWB to be ranked #6 on Training Magazine's annual list of the Training Top 125 rankings.
8. Request Board **to approve** reimbursement to the Operating Account for:
  - 8.1 The one-month period ended December 31, 2019 in the amount of \$4,370,449.49
  - 8.2 The one-month period ended January 31, 2020 in the amount of \$2,624,346.35

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

9.1	<u>Terminus Municipal Advisors, LLC</u> For professional services rendered during February 2020	\$ <u>6,500.00</u>
9.2	<u>Raftelis Financial Consultants, Inc.</u> For professional services related to Public Outreach Support, Bill Frequency, and Miscellaneous Consulting during January 2020	\$ <u>6,778.75</u>
9.3	<u>The Jones Group, LLC</u> For professional services rendered during February 2020	\$ <u>10,000.00</u>
9.4	<u>Agency 54</u>	
9.4.1	For professional services rendered during January 2020	\$ <u>25,000.00</u>
9.4.2	For professional services rendered during February 2020	\$ <u>25,000.00</u>
9.5	<u>ARCADIS, U.S., Inc.</u>	
9.5.1	For professional services rendered per September 2019's Progress Report (September 2019)	\$ <u>265,175.94</u>
9.5.2	For professional services rendered per October 2019's Progress Report (October 2019)	\$ <u>325,313.14</u>

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

- 10.1 For the rental of ten (10) 15-passenger vans for the Young Water Ambassador Summer Program at an estimated out-of-pocket cost to the Board of \$54,183.00.
- 10.2 For a three-year agreement to provide on-road low-sulfur diesel to the Transportation Department at an estimated out-of-pocket cost to the Board of \$814,384.88.
- 10.3 For a three-year agreement to provide unleaded mid-grade gasoline to the Transportation Department at an estimated out-of-pocket cost to the Board of \$1,898,722.14.

11. Request Board **to exercise its bid options** on the following:

- 11.1 To extend a 12-month contract and **to authorize** the General Manager and/or the Assistant General Manager to execute a contract with Consolidated Pipe, **the lowest responsible and responsive bidder**, for estimated quantities, to replenish stock in the warehouse of Curb Stops (Annual), per bid awarded on March 27, 2019, at an estimated out-of-pocket cost to the Board of \$51,409.60. [NOTE: Historically Underutilized Business (HUB)'s subcontractor participation is 0%.]

NO OF BIDS: 4

MINORITY VENDOR BID: No ✓ or Yes

NEW VENDOR: No ✓ or Yes

- 11.2 To extend a 12-month contract and **to authorize** the General Manager and/or the Assistant General Manager to execute a contract with Consolidated Pipe, **the lowest responsible and responsive bidder**, for estimated quantities, to replenish stock in the warehouse of Unions (Annual), per bid awarded on March 27, 2019, at an estimated out-of-pocket cost to the Board of \$68,067.68. [NOTE: Historically Underutilized Business (HUB)'s subcontractor participation is 0%.]

NO OF BIDS: 4

MINORITY VENDOR BID: No ✓ or Yes

NEW VENDOR: No ✓ or Yes

11.3 To extend a 12-month contract and **to authorize** the General Manager and/or the Assistant General Manager to execute a contract with Ferguson WW, **the lowest responsible and responsive bidder**, for estimated quantities, to replenish stock in the warehouse of Fire Hydrants (Annual), per bid awarded on February 28, 2019, at an estimated out-of-pocket cost to the Board of \$223,298.58. [NOTE: Historically Underutilized Business (HUB)'s subcontractor participation is 0%.]

NO OF BIDS: 4

MINORITY VENDOR BID: No ✓ or Yes

NEW VENDOR: No ✓ or Yes

11.4 To extend a 12-month contract and **to authorize** the General Manager and/or the Assistant General Manager to execute a contract with Mueller Co., **the lowest responsible and responsive bidder**, for estimated quantities, to replenish stock in the warehouse of Gate Valves (Annual), per bid awarded on February 28, 2019, at an estimated out-of-pocket cost to the Board of \$298,806.53. [NOTE: Historically Underutilized Business (HUB)'s subcontractor participation is 0%.]

NO OF BIDS: 4

MINORITY VENDOR BID: No ✓ or Yes

NEW VENDOR: No ✓ or Yes

12. Request Board **to hear** a presentation from Jay Roberson, Vice President – Sales, regarding the World Games 2021.

13. Request Board **to hear** division reports:

- 13.1 Finance and Administration Division
- 13.2 Engineering and Maintenance Division
- 13.3 Operations and Technical Services Division
- 13.4 General Manager

14. New Business.