



**AGENDA FOR A REGULAR BOARD OF DIRECTORS' MEETING
SCHEDULED THURSDAY, DECEMBER 21, 2017
at 9:00 a.m. – BWWB – Boardroom**

REVISED

CALL TO ORDER AND INVOCATION

1. Request Board **to adopt** a resolution commending the following:
 - 1.1 Employees of the Month for December 2017
Operations and Technical Services Division

Group Commendation

<u>Name</u>	<u>Department</u>	<u>Job Title</u>
Scott Starkey	Security Department	Manager of Security
Terrell Jones	Security Department	Superintendent-Security
Philip Henson	Security Department	Security Maintenance Technician
Cynthia Williams	Security Department	Security Coordinator
Jimmy Bonner	Security Department	Security Officer
Christopher Hill	Security Department	Senior Security Console Operator
Jordan Kiinstler	Security Department	Security Console Operator
Reginald Shephard	Security Department	Security Console Operator
Kevin Miller	Security Department	Security Console Operator
Ingra McCurdy	Security Department	Security Console Operator

2. Request the Board **to adopt** a resolution authorizing surviving monthly retirement benefits from the Board's Retirement Trust Fund in accordance with the terms of the pension plan and as stated on the attached memo, effective January 1, 2017, for Ms. Judy C. Collins, the surviving spouse of Roosevelt Collins.
3. Request Board **to approve** minutes of the following:
 - Regular Board of Directors' Minutes held June 16, 2017
 - Regular Board of Directors' Minutes held July 13, 2017
 - Regular Board of Directors' Minutes held July 27, 2017
 - Regular Board of Directors' Minutes held August 10, 2017
 - Regular Board of Directors' Minutes held September 28, 2017
 - Regular Board of Directors' Minutes held November 6, 2017
 - Regular Board of Directors' Minutes held November 21, 2017
4. Request Board **to approve** the following directors' actual travel expenses for the P3 2017 Federal Conference held November 29 - 30, 2017 in Washington, D.C.: [NOTE: A roll call vote is required.]
 - Sherry W. Lewis for total expenses in the amount of \$1,558.20
 - Brenda J. Dickerson for total expenses in the amount of \$2,033.63

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

- 5.1 Carl Dalton NeSmith Jr., LLC
 - 5.1.1 For retainer fee for December 2017 \$500.00
 - 5.1.2 For professional services rendered for April 19, 2017 through October 27, 2017 \$6,570.00
- 5.2 The Jones Group \$7,500.00
For professional services rendered for December 2017
- 5.3 Volkert, Inc. \$21,460.20
For professional services rendered for February 2017
- 5.4 ARCADIS U.S., Inc. \$232,672.00
For professional services rendered for October 2017

6. Request the Board **to award** bids to the following:

- 6.1 Business Systems and Consultants (BSC), **the lowest responsible and responsive bidder** for an Enterprise Document Management System, at an estimated out-of-pocket cost to the Board of \$94,890.00, as recommended by the Human Resources Committee; and **to authorize** the General Manager and/or the Assistant General Manager to execute a contract per Bid Specifications and Conditions. [NOTE: The Historically Underutilized Business (HUB)'s subcontractor participation is 0%.]

NO OF BID(S): 3	MINORITY VENDOR BID(S): Yes or No ✓	NEW VENDOR: Yes or No ✓
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- 6.2 Walter A. Wood, **the lowest responsible and responsive bidder** for estimated quantities of Meter Boxes and Lids (Annual), at an estimated out-of-pocket cost to the Board of \$184,500.00 for 1800 meter boxes and lids; and **to authorize** the General Manager and/or the Assistant General Manager to execute a contract per Bid Specifications and Conditions. [NOTE: The Historically Underutilized Business (HUB)'s subcontractor participation is 0%.]

NO OF BID(S): 2	MINORITY VENDOR BID(S): Yes or No ✓	NEW VENDOR: Yes or No ✓
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- 6.3 Mastin's, Inc., **the lowest responsible and responsive bidder** for Putnam Filter Plant Spoil Pile Lighting Installation, at an estimated out-of-pocket cost to the Board of \$67,650.00; and **to authorize** the General Manager and/or the Assistant General Manager to execute a contract per Bid Specifications and Conditions. [NOTE: The Historically Underutilized Business (HUB)'s subcontractor participation is 31.33%.]

NO OF BID(S): 3	MINORITY VENDOR BID(S): Yes ✓ or No	NEW VENDOR: Yes or No ✓
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- 6.4 Mastin's, Inc., **the lowest responsible and responsive bidder** for Inland Lake Electrical Rehabilitation, at an estimated out-of-pocket cost to the Board at a negotiated bid amount of \$235,000.00; and **to authorize** the General Manager and/or the Assistant General Manager to execute a contract per Bid Specifications and Conditions. [NOTE: Mastin's, Inc. was the only to

bidder to respond, and their Historically Underutilized Business (HUB)'s subcontractor participation is 27.79%.]

NO OF BID(S): 1

MINORITY VENDOR BID(S): Yes or No ✓

NEW VENDOR: Yes or No ✓

- 6.5 GE Analytical Instruments, **the lowest responsible and responsive bidder** for the purchase of 7 online TOC Analyzers for each filter plant (SMFP, WFP, PSFP and CFP); two analyzers will be placed in the old Pilot Plant and the remaining analyzer will be placed at a pumping station to be selected based on seasonal conditions, at an estimated out-of-pocket cost to the Board at a negotiated bid amount of \$193,924.50; and **to authorize** the General Manager and/or the Assistant General Manager to execute a contract per Bid Specifications and Conditions. [NOTE:GE Analytical Instruments was the only bidder, and their Historically Underutilized Business (HUB)'s subcontractor participation is 0%.]

NO OF BID(S): 1

MINORITY VENDOR BID(S): Yes or No ✓

NEW VENDOR: Yes or No ✓

- 6.6 USIC Locating Services, Inc., **the lowest responsible and responsive bidder** for Line Locating Services, per bid specifications dated September 19, 2017 at an annual estimated out-of-pocket cost to the Board of \$1,067,100.00. Recommending the Board to award bid to USIC for full liability insurance at \$2,000,000.00 per occurrence; and **to authorize** the General Manager and/or the Assistant General Manager to execute a contract per Bid Specifications and Conditions. [NOTE: The Historically Underutilized Business (HUB)'s subcontractor participation is 0%.]

NO OF BID(S): 2

MINORITY VENDOR BID(S): Yes or No ✓

NEW VENDOR: Yes or No ✓

7. Request Board **to approve** certain updates to the Cabin on Lot 78 at Inland Lake as well as replacement of one covered boathouse and one open dock with one new dock structure. The Cabin/Recreational Site Agreement on Lot 78 was recently purchased by Mike Deason. He requests approval for repainting the exterior of the cabin, painting the interior, and replacing the carpet with engineered hardwood (Estimate attached). He has removed the covered boathouse from the lake already, and would like to remove another 464 sf open dock, both to be replaced by a single 876 sf dock structure. The new structure will be purchased from Flotation Systems, Inc. Lastly, Mr. Deason would like to cut down four dead pines located close to the cabin.
8. Request Board **to authorize** the General Manager and/or the Assistant General Manager to execute a Subsurface Sanitary Sewer Easement in favor of Jefferson County for sanitary sewer purposes across BWB transmission main property. Said easement is necessary for the installation of an 8" sanitary sewer lateral to serve the re-development of the old Mountain Brook Inn site located on U.S. Hwy. 280 East in Jefferson County adjacent to Office Park in Mountain Brook, AL. This re-development includes a new Brick-top Restaurant and planned new motel/hotel.
9. Request Board **to adopt** a resolution authorizing and instructing the General Manager to provide Jefferson County with written notification of the termination of that certain agreement between the Water Works Board and Jefferson County for the collection of Jefferson County's sewer charges.

10. New Business