



**AGENDA FOR A REGULAR BOARD OF DIRECTORS' MEETING
SCHEDULED THURSDAY, DECEMBER 20, 2018
at 11:30 a.m. – BWB – Boardroom
REVISED**

CALL TO ORDER AND INVOCATION

1. Request Board **to adopt** a resolution commending the Employee of the Month for December 2018.
 - [Finance and Administration Division](#)
John Sargent (Accountant II)
2. Request Board **to adopt** a resolution commending the following employees for an Innovative Business Case Reward - Silver Award Level with revenue generation of \$12,450.00 in one year:
 - [Operations and Technical Services & Engineering and Maintenance Division](#)
Jonathan Smith (Pump Station Supervisor)
Denecia Stinson (Museum Coordinator)
Tammy Wilson (Executive Assistant)
3. Request Board **to adopt** resolutions authorizing monthly retirement benefits (and a disability retirement) from the Board's Retirement Trust Fund, as stated on the respective retirement calculations, and commending the following employees for their years of service:
 - 3.1 Ira "Gene" Brown, Computer Operator II, Information Technology Department for 14 years and 5 months of Service, effective January 1, 2019.
 - 3.2 Joe Cordes, Pump Station Operator, Water Resources Department for 10 years and 4 months of Service, effective January 1, 2019.
 - 3.3 William Glosson, Maintenance Mechanic I, Electrical and Maintenance Department; due to disability for 2 years and 8 months of service, effective August 1, 2018.
 - 3.4 Reginald Miller, Senior Project Coordinator, Engineering Department for 31 years and 10 months of Service, effective January 1, 2019.
 - 3.5 Darin Roberson, Superintendent Filter Plant, Water Treatment Department for 31 years and 2 months of Service, effective January 1, 2019.
 - 3.6 David Tracy, Pump Station Operator, Water Resources Department for 14 years and 7 months of Service, effective January 1, 2019.
4. Request Board **to adopt** a resolution authorizing surviving spouse 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 December 1, 2018, for Ms. Caryn Wingate, the surviving spouse of William Wingate.
5. Request Board **to approve** minutes of the following Regular Board of Directors' Meetings:
 - June 28, 2018
 - August 30, 2018
 - September 13, 2018
 - October 24, 2018
6. Request Board **to hear** a presentation from the Birmingham Business Alliance.
7. Request Board **to approve** payment of the following invoices:

7.1 <u>Dominick Feld Hyde, P.C.</u>	
Section 457 Plan performed November 8 – 14, 2018	\$ 1,184.80
Pension Plan performed November 7 – 28, 2018	<u>\$ 1,493.60</u>
7.2 <u>Raftelis Financial Consultants, Inc.</u>	
Miscellaneous consulting November 2018	\$ 1,290.00
Bill Frequency November 2018	<u>\$ 1,042.50</u>
2019 RSE update November 2018	<u>\$ 18,929.34</u>
7.3 <u>Birmingham Business Alliance</u>	
Annual membership for 2018	<u>\$ 30,000.00</u>
7.4 <u>Parnell Thompson, LLC</u>	
For professional services rendered for November 2018	<u>\$ 91,817.20</u>
7.5 <u>ARCADIS U. S., Inc</u>	
For professional services performed per September 2018 Progress Report	<u>\$335,301.16</u>

8. Request Board **to approve** an updated banking resolution removing the previous General Manager as an authorized bank signer.
9. Request Board **to approve** an agreement with The Jones Group, LLC to provide legislative consulting, services, lobbying and monitoring services to BWWB effective December 20, 2018 through December 19, 2019 in the amount of \$7,500.00 per month and **to authorize** the Interim General Manager to execute the agreement.
10. Request Board **to authorize** the Interim General Manager and/or the Assistant General Manager **to enter into a scope of work** with Element Four Technical Services for migrating company email accounts to the off-premise option of Microsoft Office365 Exchange at an out-of-pocket cost of \$20,550.00, as recommended by the Engineering and Maintenance Committee and **to authorize** the Interim General Manager to execute the scope of work.
11. Request Board **to approve** Municipal Government Investment Corp (mGIC), a registered Municipal Advisor specializing in Guaranteed Investment Contract (GIC), to be the "Bidding Agent" and coordinate investing approximately \$97 million cash proceeds from the BWWB 2018 Bond Issue in a GIC and **to authorize** the Interim General Manager to execute the agreement.
12. Request Board **to take bids** for the following, as recommended by the Engineering and Maintenance Committee:
 - 12.1 To clean, repair and upgrade man-way access and paint the Sipsey Raw Water Tank Site Nos. 1, 4 & 5 Dual 500,000 Gallon Tanks per site at an estimated probable bid cost of \$2,000,000.00.
 - 12.2 To clean Mulberry Raw Water Tanks A & B allowing BWWB to measure how much silt builds up in the tanks over a period of time for future clean-out scheduling at an estimated probable bid cost of \$300,000.00.
13. Request Board **to award bids** to the following, as recommended by the Engineering and Maintenance Committee:
 - 13.1 Thompson Tractor, **the lowest responsible and responsive bidder**, for a New Generator and Automatic Transfer Switch, per bid specifications dated November 15, 2018, for Homewood Pump Station at an out-of-pocket cost to the Board of \$73,255.00.

NO OF BIDS: 1 MINORITY VENDOR: Yes or No ✓ NEW VENDOR: Yes or No ✓

- 13.2 Electrical Repair Service, **the lowest responsible and responsive bidder**, for 2 New 350HP Squirrel Cage Induction Motors, per bid specifications dated December 4, 2018, for Berry Road Pump Station at an out-of-pocket cost to the Board of \$159,436.38. **[NOTE: The only bidder to respond]**

NO OF BIDS: 1 MINORITY VENDOR: Yes or No ✓ NEW VENDOR: Yes or No ✓

14. Request Board **to exercise its right to extend the contract** with USIC Locating Services, LLC, **the lowest responsible and responsive bidder**, for Line Locating Services, and **to authorize** the Interim General Manager and/or the Assistant General Manager to execute a contract per Bid Specifications and Conditions, BI17-05-13(A) dated September 19, 2017 at an annual estimated out-of-pocket cost to the Board of \$1,067,100.00, and extending its Liability Insurance Coverage to \$2,000,000.00 per occurrence. [NOTE: The Historically Underutilized Business (HUB)'s subcontractor participation is 0% (Direct Manufacturer).]

NO OF BIDS: 2

MINORITY VENDORS: Yes or No ✓

NEW VENDOR: Yes or No ✓

15. Request Board **to hear** an update on the Series 2018 Senior Water Revenue Bonds; Final Pricing Book.
16. New Business