

## **SUMMARY OF A COMMITTEE MEETING**

HELD Monday, August 24, 2020

at 9:00 a.m. – (via teleconference/telephone)

[THESE ARE NOT THE OFFICIAL MINUTES]

The Governor's Open Meeting Act ("OMA") Proclamation allows members of governmental bodies to hold said meeting electronically (via telephone etc.) for purposes of establishing a quorum, deliberating and taking action; and via electronic equipment allows members of the public to listen to the meeting.

An Engineering and Maintenance Committee meeting of the directors of The Water Works Board of the City of Birmingham was held on Monday, August 24, 2020 at 9:00 a.m.

The following Committee members were present via a roll call: Committee Chairwoman Brenda Dickerson, George Munchus, and Brett King. Other directors present were: William Muhammad, Tommy J. Alexander, Deborah Clark, William Burbage, and Lucien Blankenship. Ronald Mims was absent.

Others present were: Michael Johnson, General Manager; Derrick Murphy, Jeffrey Thompson and Iris Fisher, Assistant General Managers; Anitra Hendrix, Executive Assistant to the General Manager; Marsha Walker, Colandus Mason, Hattye McCarroll, and Ed Travis, BWB Employees; Mark Parnell, Parnell Thompson, LLC; Emory Anthony, Esq.; Patrick Flannely, ARCADIS, U.S., Inc.; and Bob Dickerson, Birmingham Business Resource Center.

Committee Chairwoman Dickerson declared a quorum in attendance.

Committee Chairwoman Dickerson called the meeting to order at 9:00 a.m. and Assistant General Manager Derrick Murphy opened with prayer.

Following, Committee Chairwoman Dickerson asked if there were any questions regarding the agenda. Director Munchus requested agenda item 6 be moved to the full board for approval without a recommendation from the Committee. The Committee agreed to move the item to the full board with no recommendation.

Following, the Committee moved to the first item on the agenda, Request Committee to approve minutes from the Engineering and Maintenance Committee Meeting held May 19, 2020. On a motion duly made and seconded, the item was approved by Directors Dickerson, Munchus and King.

Following, the Committee moved to the second and third items on the agenda, Request Committee to recommend to the Board to take bids for an OPEX Falcon+ scanner at an estimated cost of \$62,000.00; necessary to perform essential minimum functions of the governmental body; and Request Committee to recommend to the Board to take bids for the replacement of approximately 3,100' of 2" galvanized steel pipe, 970' of 2" cast iron cement lined (CICL) pipe, 810' of 6" cast iron cement lined (CICL) pipe and 2,690' of 8" cast iron cement lined (CICL) pipe with approximately 280' of 4" DICL pipe; 1,100' of 6" DICL pipe; 5,770' of 8" DICL pipe and related appurtenances; and 138 water services along Rumson Road, Windsor Drive and Yorkshire Drive at an estimated cost of \$1,751,750.00; necessary to perform essential minimum functions of the governmental body. A director questioned when this project would be ready to start. Assistant

General Manager Murphy stated this project is ready to begin once approved by the Board. A director questioned whether the estimated cost of the project is low. Assistant General Manager Murphy responded the pricing is better on this item because more companies bid on the item. On a motion duly made and seconded, the items were approved by Directors Dickerson, Munchus and King to move to the Board for approval.

Following, the Committee moved to the fourth and fifth items on the agenda, Request Committee to recommend to the Board to take bids for forty-five (45) replacement vehicles at an estimated cost of \$2,008,000.00 (2019 cost); necessary to perform essential minimum functions of the governmental body; and Request Committee to recommend to the Board to award bid and to authorize the General Manager and/or the Assistant General Manager to execute a 3-year vehicle tracking system agreement with Fleet Analytics (Direct Manufacturer) for the Board's 345-vehicle fleet at an annual estimated cost of \$53,820.00; necessary to perform essential minimum functions of the governmental body. Ed Travis, Purchasing Manager, made a presentation regarding description of the vehicle fleet, replacement of said vehicles, bid evaluation, tracking on said vehicles, and preventive maintenance. A director questioned what happens to the old vehicles. Mr. Travis stated the vehicles are sold on an auction website. A director questioned whether board members can bid on the old vehicles. A Board attorney stated the board members could bid on the vehicles. A director questioned what the timeframe for installing tracking on vehicles is. Mr. Travis responded the tracking system is installed prior to the vehicles being used. He indicated the vehicles are monitored by the Information Technology Department as well as department managers. On a motion duly made and seconded, the items were approved by Directors Dickerson, Munchus and King to move to the Board for approval.

Following, the Committee moved to the seventh item on the agenda, Request Committee to recommend to the Board to approve a one-time purchase of a John Deere 6120E Cab Tractor from Tri-Green Equipment (State Bid Listing) at an estimated cost of \$63,229.68; necessary to perform minimum functions of the governmental body. A director questioned where this vehicle will be housed. Assistant General Manager Murphy responded the vehicle will be housed at the chemical plant. On a motion duly made and seconded, the item was approved by Directors Dickerson, Munchus and King to move to the Board for approval.

Following, Committee Chairwoman Dickerson asked whether there was any New Business as stated in agenda item eight. She then introduced Bob Dickerson, Birmingham Business Resource Center, to make a brief presentation. Mr. Bob Dickerson stated his company focuses on business sustainability for small and minority owned businesses. A director requested Mr. Dickerson forward his company's information to all directors. A director questioned how much money Mr. Dickerson is asking from the Board. Mr. Dickerson responded just under \$250,000.00. A director questioned Mr. Dickerson whether his company interfaces with Birmingham Construction Industry Authority. Mr. Dickerson stated his company has a longstanding relationship with Birmingham Construction Industry Authority.

Next, Assistant General Manager Murphy introduced Hattye McCarroll as the Chief Engineer for the Engineering Department.

Next, Chairwoman Dickerson made a motion to adjourn the meeting and Director Munchus seconded the motion. The motion was approved by unanimous vote and the meeting was adjourned at 9:41 a.m.