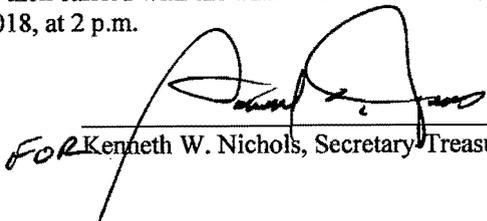


**Minutes of the meeting of the Board February 5, 2018, continued**

At 3:15 p.m., the meeting reconvened with all members present. Commissioner Odom moved to adjourn and Commissioner Nichols seconded. The motion then carried with the unanimous vote of the Board. The next regular meeting is scheduled for Monday, March 5, 2018, at 2 p.m.

  
 FOR Kenneth W. Nichols, Secretary/Treasurer

**BUSINESS OFFICE, 4725 MOFFETT ROAD, MOBILE, ALABAMA  
MARCH 5, 2018**

The Board of Water and Sewer Commissioners of the City of Mobile met this Monday in their regular session at 2:00 p.m. at MAWSS' Park Forest Plaza.

**PRESENT:**

Ms. Barbara Drummond, Chair  
 Mr. Samuel L. Jones, Vice Chair  
 Mr. Maynard V. Odom, Commissioner  
 Mr. Walter A. Bell, Commissioner

Ms. Jackie McConaha, Attorney for the Board  
 Mr. Charles E. Hyland, Jr., Director  
 Mr. Douglas L. Cote, Assistant Director  
 Mr. Bud McCrory, Assistant Director

**ABSENT:**

Mr. Kenneth W. Nichols, Secretary-Treasurer  
 Dr. James E. Laier, Commissioner  
 Ms. Sheri N. Weber, Commissioner

Chair Drummond called the meeting to order and Commissioner Odom gave the invocation. There were no **Committee Reports**. Chair Drummond said we have a number of **Visitors** but no one indicated they would like to speak. **Resolutions for Retirees** was next and Mr. Hyland read the following into record:

**RESOLUTION**

**WHEREAS, MS. BARBARA A. SCHEUCHER**, Public Affairs Manager, began her employment with the Board of Water and Sewer Commissioners on January 4, 2005 as a classified employee, and has worked continuously since; and

**WHEREAS**, she served the System faithfully for over 13 years, performing her duties with the highest quality, working in a cooperative spirit with her fellow employees,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER AND SEWER COMMISSIONERS OF THE CITY OF MOBILE** that **MS. BARBARA A. SCHEUCHER**, whose retirement was effective March 1, 2018, be recognized and commended for her years of service to the Board of Water and Sewer Commissioners of the City of Mobile and to the citizens of Mobile.

**ADOPTED this 5<sup>th</sup> day of March 2018.**

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Mr. Hyland said in Ms. Scheucher's 13 years, she's been involved a lot with the Board and this utility throughout the community. To name some of the more notable events, she was instrumental in developing the campaign "Easy to be Ungreasy" and that received several different awards including NACWA's Environmental Achievement Award for education, an Addy award for advertising and, in addition to that, it was very beneficial to our organization as far as encouraging our customers to utilize collecting grease instead of letting it go into our system. She was also involved heavily when the Regional Sewer System was in the process of being developed and she spent a lot of time and effort on that. She definitely developed good working relationships with the media personnel

**Minutes of the meeting of the Board March 5, 2018, continued**

in the community. One event in recent times that was very effective was when she put together the media event at the Halls Mill SWAB. We had great coverage and great participation. In those types of efforts, she went above and beyond the call of duty and that really helped us as far as moving into the future and educating our customers about the needs of this system. Along with that, she spent a lot of time working on the *Keep Water Working* infrastructure awareness campaign, which we kicked off a month or so ago. We'll be continuing to build on that this year and into the future. She also was very instrumental in the *Fun with Water* watercolor contest, 11 years of that. Again, that was another program that had a very positive effect as far as people's perception of MAWSS as a utility and as a part of the community. It's been very much a challenging effort for her because she went through a lot of changes during those 13 years including changes in our Customer's expectations, changes in technology and the way you communicate with customers. She met those challenges and really helped us as a utility. We certainly appreciate everything she did. She represented us well and really served our customers and the community extremely well for these 13 years. Mr. Hyland said he thanks her both for the organization and, also, personally because she was always there weekends, nights, and holidays. Wherever the problems occurred, she was always there to help us with the media and communications. We certainly appreciate everything but we also hope she has a very happy retirement.

Chair Drummond thanked Ms. Scheucher for the level of professionalism she's had in seeing not only the communication side but the customer's side as well.

Ms. Scheucher said she's very grateful for the opportunity she had and it was her pleasure and privilege to serve as the Board's spokesperson for the last 13 years. As Mr. Hyland indicated, a lot of changes occurred, not only on our end but the media landscape has changed dramatically since she came on board. We're into 24 hour news cycles and they are doing it with fewer people and more demands on all of them. It's become incumbent on us to really create our own network of information so that we keep our customers informed. This has evolved into social media as well as other kinds of communication. One thing that has changed over the last couple of years has been our aging infrastructure and the challenges it has presented. Again, she said, it has been a pleasure being here and it was her honor to serve the Board. She agrees with Mr. Hyland, there have been some things that have been more fun than others. The "Easy to be Ungreasy" and the Fun with Water watercolor contest have been high points. She is hoping that the Keep Water Working campaign will be as successful for us as others in the past.

Commissioner Odom expressed his personal thanks for her professionalism and her friendship and said he hopes she enjoys retirement.

Mr. Hyland then read the following into record:

**RESOLUTION**

**WHEREAS, MR. ROBERT D. LUTHER**, Equipment Operator II, began his employment with the Board of Water and Sewer Commissioners on February 8, 1993, as an hourly employee, became certified on October 2, 1993, and has worked continuously since; and

**WHEREAS**, he served the System faithfully for over 25 years, performing his duties with the highest quality, working in a cooperative spirit with his fellow employees, and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER AND SEWER COMMISSIONERS OF THE CITY OF MOBILE** that **MR. ROBERT D. LUTHER**, whose retirement was effective March 1, 2018, be recognized and commended for his years of service to the Board of Water and Sewer Commissioners of the City of Mobile and to the citizens of Mobile.

**ADOPTED this 5<sup>th</sup> day of March 2018.**

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Mr. Hyland said Mr. Luther isn't present today but he started work for MAWSS in the warehouse many years ago. He also worked in Dispatch before moving over to the Field Operations side of the house and worked in many

**Minutes of the meeting of the Board March 5, 2018, continued**

different departments. He was definitely someone you could count on and depend on. We certainly appreciate all his efforts for the organization and the community and we wish him well in retirement.

Mr. Hyland said there's also one other retiree related issue. In last month's meeting, we had a Resolution for Mr. Melvin Bryant. Mr. Bryant wanted to be here but was not able to do so but he is here today. Mr. Hyland read Mr. Bryant's Resolution again for the record:

**RESOLUTION**

**WHEREAS, MR. MELVIN A. BRYANT**, Public Service Worker II, began his employment with the Board of Water and Sewer Commissioners on July 19, 1997, as an hourly employee, became certified on May 9, 1998, and has worked continuously since; and

**WHEREAS**, he served the System faithfully for over 20 years, performing his duties with the highest quality, working in a cooperative spirit with his fellow employees, and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER AND SEWER COMMISSIONERS OF THE CITY OF MOBILE** that **MR. MELVIN A. BRYANT**, whose retirement was effective February 1, 2018, be recognized and commended for his years of service to the Board of Water and Sewer Commissioners of the City of Mobile and to the citizens of Mobile.

**ADOPTED** this 5<sup>th</sup> day of February 2018.

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Mr. Hyland said we appreciate all Mr. Bryant's efforts over the years. When he retired, he was in Cross Connection Control. He was always an employee you could count on, was dependable, and willing to help his fellow employees. It's been a pleasure having him here. We appreciate everything he did for this organization and the community.

The **Minutes of February 5, 2018** were presented for approval. Commissioner Odom moved for approval and Commissioner Jones seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell.

**Bids and Purchasing** was next. Mr. Cote reviewed the bids as opened today at 12:30:

**Driven Project 17049, Robert E. Lee Street Water and Sewer Replacement**

<u>Bidders</u>	Total Base <u>Bid Amount</u>	Original Estimates:	
W. R. Mitchell	\$532,681.00	A. Construction	\$590,900
Ballcon, Inc.	\$609,000.00	B. Engineering	\$ 87,998
CLS	\$468,860.14	Total Original Estimate	\$678,898
Nordan Construction	\$560,701.00	Current Estimates:	
REV Construction	\$519,690.00	A. Construction	\$690,000
		B. Engineering	\$ 96,250
		Total Current Estimate	\$786,250

Mr. Cote said during this bid opening, the engineer had trouble finding REV Construction's acknowledgment of the addenda. We opened the bid anyway and it wasn't the low bid. Subsequent to that, after looking further in the documents, the engineer found the addenda was recognized by the contractor so that is no longer an issue. Attorney McConaha said the reason we opened the bid is because the engineer told us he had received confirmation by email that the bidder had received the addenda and also that the information from the addenda was reflected in his bid.

**Minutes of the meeting of the Board March 5, 2018, continued**

**Volkert 644114, Task 3, SRF Water Meter Replacement Installation (IFB 17-044)**

Original Project Estimate		Current Project Estimate	
Construction:	\$862,750	Construction:	\$862,750
Engineering:	\$ 15,000	Engineering:	\$ 15,000
Total:	\$877,750	Total:	\$877,750

<u>Bidders</u>	<u>Total Bid Amount</u>
Construction Labor Services, Inc.	\$ 842,500.00
Dortch, Figures & Sons, Inc.	\$1,359,825.00
Vanguard Utility Service, Inc.	\$ 914,250.00

Mr. Cote said in this particular bid opening, we had one contractor who acknowledged 2 out of 3 addenda in his bid package; however, the engineer said he had received confirmation at his office of the contractor having received the addenda and that the changes required were actually in the bid document he submitted. He was not the low bidder. CLS was the apparent low bidder and staff requests authorization for a Director's award upon review by the engineer and upon DBE compliance. Commissioner Odom moved for approval and Commissioner Jones seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell.

Item C is entered here:

**Annual Kronos Software Support Agreement**      Value - \$28,804.72  
 Support Term: 4/27/18 – 4/26/19  
 Current Supplier: Kronos, Inc.

IT Director Mahir Butt said this is for all the time clocks. Based on staff's recommendation, Commissioner Odom moved for approval and Commissioner Jones seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell. Item D is entered here:

**IFB 18-002 Annual Contract – Mowing and Grounds Maintenance for Zones 11, 16 and 17**  
 Value - \$45,880  
 Contract Period: 2/1/18 – 12/31/18 with two possible one year extensions  
 Low bidder: Courtney's Lawn Care

Based on staff's recommendation, Commissioner Bell moved for approval and Commissioner Jones seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell. Item E is entered here:

**IFB 18-004 Purchase of Portable Bypass Pump for Old Military LS (4 bids)**      Value - \$45,729  
 Low responsive bidder: Hydra Service

Based on staff's recommendation, Commissioner Jones moved for approval and Commissioner Odom seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell. Item F is entered here:

**IFB 18-005 Filter Deck Coating at Stickney WTP**  
 (2 bids)      Value - \$59,870  
 Low responsive bidder: Concrete Restoration Services

Based on staff's recommendation, Commissioner Odom moved for approval and Commissioner Bell seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell. Item G is entered here:

**Minutes of the meeting of the Board March 5, 2018, continued**

**Co-op Purchase of 2019 Freightliner M2 106 Chassis w/OX Dump Body** Value - \$85,967  
Co-op Provider: NJPA/National Auto Fleet Group

Based on staff's recommendation, Commissioner Jones moved for approval and Commissioner Bell seconded. Chair Drummond asked Mr. McCrory to send her an email and let her know many purchases have been made under the co-op. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell. Item H was:

**Co-op Purchase of 2018 Ford F-450 Utility Truck** Value - \$48,264.66  
Co-op Provider: NJPA/National Auto Fleet Group

Based on staff's recommendation, Commissioner Bell moved for approval and Commissioner Jones seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell. Item I was:

**Co-op Purchase of Two (2) Felling Trailers** Value - \$26,200  
Co-op Provider: NJPA/Thompson Tractor

Based on staff's recommendation, Commissioner Bell moved for approval and Commissioner Jones seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell. Item J is entered here:

**Annual Microsoft Enterprise Agreement** Value - \$163,752.35  
Provider: SHI (Softwarehouse International)

IT Director Mahir Butt said this is the first time we have signed up for the application licensing agreement with Microsoft in order to avoid any audits from Microsoft for any illegal software. In the past, we've purchased singles and recently we were called by Microsoft for an audit. We averted that call by telling them we will sign up for this annual agreement. This will cover all the Microsoft applications we have in use at the utility. Based on staff's recommendation, Commissioner Odom moved for approval and Commissioner Jones seconded. Chair Drummond said, to clarify, this is the first time we've had to purchase this. Mr. Butt said we were doing it under the State's select agreement. As a result of that, you don't have someone keeping track of all the licenses. It becomes an arduous process to have someone keep track of all the purchases. This covers you for the total wholesale number of licenses you will own and it also gives you the ability to get the upgrades as part of that agreement. Chair Drummond asked if this is budgeted and Mr. Butt said yes. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell.

Item K is entered here:

**Sole Source Purchase – Cues Push Cameras** Value - \$30,600  
Sole Source Provider: Cues, Inc.

Mr. Cote said a push camera is used to actually push into a clean-out on a lateral. It's a camera that must be compatible with our Cues camera units, our trucks. So that these same video systems can be used for recording the data, we need Cues cameras. This is for three cameras. Based on staff's recommendation, Commissioner Jones moved for approval and Commissioner Bell seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell.

**Legal** was next and Attorney McConaha said an **Executive Session** is needed to discuss litigation matters and two property purchases. She estimated approximately 20 minutes will be needed. There was no **Unfinished Business**.

**New Business** was next with **M5712-2557, W & S Improvements for Japonica Avenue & Carondolet Court Sewer**, with tabulation of the February 5, 2018 bids and recommendation to award to the low bidder, Sunset Contracting, Inc., for \$899,966.01. Based on the engineers' recommendation, Commissioner Odom moved for

**Minutes of the meeting of the Board March 5, 2018, continued**

approval and Commissioner Jones seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell.

Item B was **M5712-2625, 2018 Annual Install & Replace Sewer Laterals & Related Sewer Mains** located within Right of Ways, with tabulation of the February 5, 2018 bids and recommendation to award to the low bidder, Construction Labor Services, in the amount of \$624,910.16. Spending authority will be limited to the 2018 Capital budget amount of \$250,000. Based on the engineers' recommendation, Commissioner Jones moved for approval and Commissioner Bell seconded. Chair Drummond asked for an explanation of the spending authority. Mr. Cote said the annual contracts are contracts that are not stipulated contract amounts like a stand alone project. They are contracts that have a provision where we use a contractor on an as-needed basis to perform work that's been identified in the contract. It's not that we have to spend the bid amount of \$624,910.16. That's just quantities that were listed in the bid for the project and the purpose of identifying the low bidder. We use the bid amount to identify the low bidder and we use our budget amount to identify the authority that we have in spending toward that project. If we have a project and the bid amount is greater than our budget, our authority is the budget. If we have a bid amount where our budget exceeds the bid amount, we will ask for approval of the bid amount and then come back to the Board later in the year if the additional money is needed. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell.

Item C was **M5712-2609, 2018 Annual Manhole Rehabilitation**, with tabulation of the February 5, 2018 bids and recommendation to award to the low bidder, Gulf Coast Underground, LLC, for cementitious liner work in accordance with Schedule 1 and Schedule 2 for \$403,266.25; this project will be identified as M5712-2609A. Additional recommendation to award to the low bidder, Slaughter Construction Co., Inc., for urethane liner work in accordance with Schedule 1 and Schedule 3 for \$226,440; this project will be identified as M5712-2609B. Combined spending authority will be limited to the 2018 Capital budget amount of \$500,000. Based on the engineers' recommendation, Commissioner Bell moved for approval and Commissioner Jones seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell.

Item D was **Facilities for Acceptance** was next and Mr. Cote reviewed the following items:

**Wynnfield Unit 5 – Water & Sewer Facilities**

Value – Water    \$75,459.48                      Value – Sewer    \$69,651.97

Mr. Cote said staff has reviewed the facilities and recommends acceptance. Based on staff's recommendation, Commissioner Odom moved for approval and Commissioner Jones seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell.

Also, Mr. Cote said staff has reviewed the following facilities and recommends acceptance:

**SKCO Automotive - Sewer Line Extension**

Sewer Facilities Only                      Value - \$25,615

Based on staff's recommendation, Commissioner Bell moved for approval and Commissioner Odom seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell.

Items presented to the Board for **Information Only** were:

- A. Service Agreement for Rain Gauge Network                      Value - \$17,712  
     Agreement Term: 11/1/18 – 10/31/21  
     Supplier: Mission Communications
  
- B. Ext. 2 Annual Contract MAWSS 16008 – Tapping Saddles, Clamps and Couplings  
     Contract Extension Period: 4/1/18 – 3/31/19  
     Current Contract Holder: Core & Main

**Minutes of the meeting of the Board March 5, 2018, continued**

- C. MM378692GG, Gaillard Standby Generator, with Change Order #2 in the amount of \$12,229 (0.97% of original \$1,267,657.94 contract) resulting in a revised \$1,279,886.94 contract. Change covers the furnish and installation of French drain system, pavement, and adds 27 days to the contract time.
- D. MM378692GG, Gaillard Standby Generator, with underrun Change Order #3 in the amount of \$15,802.98 (0.28% of original \$1,267,657.94 contract) resulting in a revised \$1,264,083.96 contract. Change covers work for fueling system modifications and testing, additional guard rails and lighting, power analyzer costs to obtain additional motor starting data, and removal of unused fueling allowance.
- E. Mott McDonald Project Status Report – February 23, 2018
- F. V335323, Surge Tank Installation for Eslava Lift Station, with no-cost Change Order #2, adding 60 days to the contract time. The contract amount remains \$560,984.
- G. Sensitive Positions
- H. 2018 Drinking Water SRF Public Hearing - Monday, March 26<sup>th</sup> at 5 p.m.
- I. Proposed Revision to Standard Specifications Section 11, Water Mains (To be advertised)

There being no further business to come before the Board, at 2:42 p.m., Commissioner Odom moved to adjourn and reconvene in **Executive Session**. Commissioner Jones seconded and the motion then carried with the aye votes of Chair Drummond and Commissioners Odom, Jones, and Bell.

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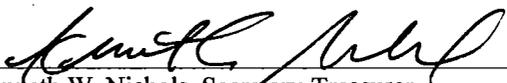
At 2:57 p.m., the meeting reconvened with Chair Drummond and Commissioners Odom, Jones, and Bell. Chair Drummond said she will accept a motion for a **settlement** as discussed in Executive Session. Commissioner Odom moved for approval and Commissioner Bell seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell. Attorney McConaha said a motion is also needed for Quit Claiming the property back. Commissioner Odom moved for approval and Commissioner Bell seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell.

Next, Chair Drummond said a motion is needed for the **purchase of property** as discussed in Executive Session. Commissioner Jones moved for approval and Commissioner Odom seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell.

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At 2:59 p.m., Commissioner Odom moved to reconvene in Executive Session and Commissioner Bell seconded. The motion then carried with the aye votes of Chair Drummond, and Commissioners Odom, Jones, and Bell. (Commissioner Jones departed at 3 p.m.)

At 3:05 p.m., the meeting reconvened and was immediately adjourned. The next regular meeting is scheduled for Monday, April 2, 2018 at 2 p.m.

  
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 Kenneth W. Nichols, Secretary-Treasurer