

BUSINESS OFFICE, 4725 MOFFETT ROAD, MOBILE, ALABAMA
March 2, 2020

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:

Mr. Kenneth Nichols, Chair
Mr. Walter Bell, Vice Chair
Ms. Sheri N. Weber, Secretary-Treasurer
Mr. Maynard V. Odom, Commissioner
Mr. Samuel L. Jones, Commissioner
Mr. Thomas Zoghby, Commissioner
Ms. Barbara Drummond, Commissioner

Mr. Charles E. Hyland, Jr., Director
Mr. Douglas L. Cote, Assistant Director
Mr. Bud McCrory, Assistant Director
Mr. Bradley Dean, Attorney

Chair Nichols called the meeting to order and Commissioner Weber gave the invocation. **Committee Reports** was next and Commissioner Weber reported that the Growth and Development Committee met on February 21, 2020 at 11:00 a.m. at MAWSS. One topic of discussion was the future build-out of MAWSS' service area and the steps needed to implement expansion while working with neighboring utilities. The committee also discussed reviewing the long-term cost benefits of service provision to outlying parts of MAWSS' current service area. This included decentralized sewer systems to determine future direction. Staff will provide additional information on these subjects to the committee for further discussion before presenting their findings to the full Board. Commissioner Weber concluded her report and stated that the minutes from the meeting are available online.

Chair Nichols thanked Commissioner Weber for her report. **Visitors** was next and Chair Nichols welcomed and thanked the visitors for attending the meeting; they did not wish to address the Board.

The **Minutes of February 3, 2020** were presented for approval and the Recording Secretary stated to the accuracy. Commissioner Odom moved for approval and Commissioner Drummond seconded. The motion then carried with the unanimous vote of the Board.

Bids and Purchasing was next:

Item 4A HDR Project No. 10194727 Stickney WTP Filter Discharge Fittings (HDR 19-03)

Current Estimates:

Construction:	\$420,000.00
Engineering:	<u>\$ 44,688.00</u>
Total:	<u>\$464,688.00</u>

Mr. Cote stated the bid opening was held today and there was one bidder; W.R. Mitchell Contractor, Inc. in the amount of \$407,200.00. We will bring this back at the next Board meeting with a recommendation.

Item 4B IFB 20-001 Purchase of a Center Console Boat
Supplier: GSPS Marine
Value: \$27,999

Mr. Cote reviewed this item and said this purchase is to replace the thirty-year old boat that has been in use at Big Creek Lake; we ask the Board to approve this purchase. Commissioner Bell moved for approval and Commissioner Odom seconded; the motion then carried with the unanimous vote of the Board.

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Item 4C Professional Services Upgrade from Symon Signage Player to Korbyt
Contract Period: 4/1/20-3/31/23
Supplier: RMG Networks
Est Value: \$34,162

Mr. Butt presented this item and said this is an upgrade for the internal electronic signage system, which has been upgraded to Windows 10. Commissioner Odom moved for approval and Commissioner Drummond seconded. Commissioner Bell questioned if the total contract is \$74,000; \$21,000 of the contract is for maintenance? Is that over a three-year period? Mr. Butt said that is correct. Commissioner Bell asked if that is for this particular software piece or does it cover other things? The maintenance will end up costing more than the software itself. Mr. Butt replied and said software companies are doing that where the maintenance costs have the upgrades included in them, but since they are changing the product this time around, there is the upgrade cost and the maintenance costs are a little bit higher.

Chair Nichols asked if they are anticipating maintenance costs in years four, five and beyond? Will the software be re-done at that point also? Mr. Butt said he is unaware of their strategy moving forward, but to keep the same software, we should be getting the upgrades as they go. They will tell us the costs for years four and five at the end of year three. Commissioner Zoghby asked what the software does and Mr. Butt answered this is the electronic signage that is displayed in the breakrooms throughout MAWSS locations. The motion then carried with the unanimous vote of the Board.

Item 4D Co-op Purchase of Nine (9) 2020 Pickup Truck Fleet Vehicles
Supplier: National Auto Fleet Group
Value: \$275,553.34

Mr. McCrory said we ask the Board to approve nine 2020 Pickups for our fleet. Commissioner Odom moved for approval and Commissioner Drummond seconded with a question. What are the savings to MAWSS by going with a co-op purchase? Mr. McCrory replied that he is not sure if a cost comparison has been completed but he will get the information back to her. Commissioner Bell asked if we are looking at hybrids in any of these units; Ford 150 comes out with one later this year. Mr. McCrory said that is exactly right and we are planning to run a pilot test on four or five units throughout the company. Commissioner Bell asked if hybrids are included in this purchase and Mr. McCrory replied no, they are not. He has met with Mr. Sumrall and tests will be conducted on four or five units over the next year to see what type of cost savings there may be.

Mr. McCrory continued and stated we have considered the Chevy Impalas, which are approximately \$19,000-\$20,000 and the Ford Hybrid is around \$35,000. That is a substantial cost difference and we are not sure of the cost savings over time. We will do the pilot test to determine those savings this year. Mr. McCrory asked Mr. Sumrall the total number of units (pickup trucks) in the fleet and Mr. Sumrall responded we have ninety pickup trucks. Mr. McCrory said we have different types of trucks, for example, the meter readers use a small unit. The pilot tests will be conducted on different size units. Commissioner Drummond asked if the nine vehicles in this request will bring us to the number Mr. Sumrall quoted, do we have a need for others? Mr. McCrory responded these are replacements of vehicles already in use. They will replace year 2005-2006 trucks that are in the fleet now.

Commissioner Drummond said she realizes co-op is supposed to be cheaper, but do we research other options to see if we are saving money as opposed to what Commissioner Bell was saying about looking at other models that will give us greater capabilities? Are we saving overall? Mr. McCrory asked Mr. Sumrall if we do a cost comparison with other units before we choose a co-op purchase. Mr. Sumrall responded yes we do, he looks at all other units within the State and the co-op programs and we get a better price from the co-op program. The motion then carried with the unanimous vote of the Board.

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Item 4E Co-op Purchase of a Genie Z45RT Man Lift
Supplier: Thompson Tractor
Value: \$75,171.14

Mr. McCrory reviewed this item and asked the Board to approve this purchase. Commissioner Drummond moved for approval and Commissioner Odom seconded. The motion then carried with the unanimous vote of the Board.

Item 4F Co-op Purchase of One (1) 2020 RAM 3500 4x4 Crew Cab Vehicle
Supplier: National Auto Fleet Group
Value: \$57,110.92

Mr. McCrory asked the Board to approve this co-op purchase; a crew cab vehicle for our Grounds and Maintenance Department. Commissioner Odom moved for approval and Commissioner Drummond seconded. The motion then carried with the unanimous vote of the Board.

Legal was next and Attorney Dean said there is a matter that is appropriate for discussion in **Executive Session**, approximately 30 minutes will be needed.

There were no items of **Unfinished Business**.

New Business was next and they are as follows:

Item 7A GMC CMOB180014 Wright Smith WWTP Primary Digester Cover Replacement
Additional Subcontractors Request

Ms. Denise King addressed the Board and stated that the contractor for this project has submitted an alternate electrical sub-contractor for approval than what was included in their original sub-contracting plan. Goodwyn Mills Cawood is recommending approval of the change from A & B Electric to Dean Electric, Inc. This does not affect the DBE participation on the contract. Commissioner Odom moved for approval and Commissioner Drummond seconded. The motion then carried with the unanimous vote of the Board.

Item 7B **Facilities for Acceptance**
1. 6105 Airport Boulevard – Bio-Life Plasma Center
Water and Sewer Facilities
Value: \$44,354.00
2. Magnolia Springs (Phase 7)
Water and Sewer Facilities
Value: \$324,137.40

Mr. Cote reviewed the first item, 6105 Airport Boulevard [Bio-Life Plasma Center]; he asks the Board to approve ownership of the water and sewer facilities in the amount of \$44,354.00. Commissioner Drummond moved for approval and Commissioner Odom seconded. The motion then carried with the unanimous vote of the Board.

Mr. Cote reviewed the second item, Magnolia Springs Phase 7; he asks that the Board approve ownership of the water and sewer facilities in the amount of \$324,137.40. Commissioner Bell moved for approval and Commissioner Drummond seconded. The motion then carried with the unanimous vote of the Board.

Item 7C **Master Plan CWSRF Supplemental Loan Application**
1. Designate Official Representative
2. Approve submittal of the Supplemental Application for the 2020 Master Plan CWSRF Loan to ADEM

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Mr. Cote presented this to the Board and said this item is the Master Plan CWSRF Supplemental Loan Application in the amount of \$36,000,000 and we ask the Board to designate him as the official representative for the loan. Commissioner Bell moved for approval and Commissioner Odom seconded. The motion then carried with the unanimous vote of the Board.

Mr. Cote continued and said the second part of this item is for the Board to approve the submittal of the supplemental application to ADEM. Commissioner Bell moved for approval and Commissioner Odom seconded. The motion then carried with the unanimous vote of the Board.

- Item 7D Master Plan DWSRF Primary Loan Application**
1. Designate Official Representative
 2. Approve submittal of the Primary Application for the 2020 Master Plan DWSRF Loan to ADEM

Mr. Cote presented this to the Board and said this item is the Master Plan DWSRF Primary Loan Application in the amount of \$12,850,000 and we ask the Board to designate him as the official representative for the loan. Commissioner Drummond moved for approval and Commissioner Odom seconded. The motion then carried with the unanimous vote of the Board.

Mr. Cote continued and said we also ask the Board to approve the submittal of the application to ADEM. Commissioner Drummond moved for approval and Commissioner Odom seconded. The motion then carried with the unanimous vote of the Board.

- Item 7E City of Mobile/MAWSS Agreement for Shared Cost**
Canal Street and Broad Street Round-About

Mr. Cote reviewed this item and requests Board approval of an agreement with the City for sharing in the cost of water and sewer replacement and right of way restoration. The Board's portion of that expense is \$156,250.45. Commissioner Bell moved for approval and Commissioner Drummond seconded. Commissioner Odom asked if this is located at Broad Street and Canal Street and Mr. Cote responded that is correct.

Chair Nichols commented that Item 7E and Item 7F were both responsible for change orders. He would like to propose that the Board approve this item up to the amount as stipulated in the agreement. Any additional change orders or costs should come back to the Board for approval. Mr. Cote answered that they will do that. Commissioner Drummond wanted to know the limit. Chair Nichols responded the limit for Item 7E is \$156,250.45. Mr. Cote said the limit for Item 7F is \$1,750,000.

Commissioner Bell asked if MAWSS bids these separately from the City and Mr. Cote said we do not, the City hires a consulting engineer to design both the right of way and the water and sewer facilities. The City then bids the project with the portion of work related to water and sewer facilities being passed on to MAWSS. Commissioner Bell asked if MAWSS gets a chance to review it and Mr. Cote said yes we do. The motion then carried with the unanimous vote of the Board.

- Item 7F City of Mobile/MAWSS Agreement for Shared Cost**
Baltimore Street

Mr. Cote said we ask the Board to approve an agreement with the City for water and sewer construction related to the right of way restoration of Baltimore Street in the amount of \$1,750,000 with the understanding that \$600,000 of the expense is budgeted in 2020 and the remainder will be budgeted in 2021. Commissioner Drummond moved for approval and Commissioner Odom seconded. Commissioner Weber asked if the same parameters hold true in regards to change orders or additional costs and Mr. Cote responded yes, that is correct.

Chair Nichols said he noticed there is a separate exhibit to the contract on Item 7F; Mr. Cote said that is part of the contract that we are requesting approval. Chair Nichols asked if that is the change order form and Mr. Cote said that

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is correct. The change order has to come to MAWSS; staff has to review it, it has to be reasonable in costs and then staff will bring it to the Board. Depending on where we are in the contract [if it will delay the contract], we may have to apprise the Board of the change order outside of a regular meeting. Commissioner Drummond said this is not separate, and Mr. Cote said, correct. Chair Nichols said he understood but he would like to be cautious given the last change orders with respect to a similar project. The motion then carried with the unanimous vote of the Board.

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

- A. GMC CMOB190336 (R) Halls Mill and Eslava Creek Lift Stations Valve Replacement
[Confirmation of Directors Award]
Supplier: W.R. Mitchell Contractor, Inc.
Amount: \$673,750
- B. HDR 10164554 (R) Stickney WTP Finished Water Piping Improvements
[Confirmation of Directors Award]
Supplier: Construction Labor Services
Amount: \$557,965
- C. M5712-2650 McCrory & Williams
Eslava Creek 48" Force Main Replacement Phase III 1-A
Broad Street to Baker Street [Confirmation of Directors Award]
Supplier: Hemphill Construction Co., Inc.
Amount: \$2,766,615
- D. M5712-2652 2019 Annual Contract for Cleaning & Video of 15" through 54" Various Sanitary Sewer Segments
Change Order No. 1
Original Contract Amount: \$931,000.00
Change Order No. 1: \$ 49,825.00 +5.30%
Total Contract Amount: \$980,825.00
- E. Ext 1 Annual Contract MAWSS 19005 – Chlorine
Contract Period: 5/1/20-4/30/21
Supplier: DPC
2020 Est Value: \$235,850
2019 Est Value: \$194,000
- F. Ext 2 Annual Contract MAWSS 18008 – Esmnt Herbicide Treatment
Contract Period: 5/1/20-4/30/21
Supplier: Construction Labor Services
2020 Value: \$174,740
2019 Value: \$174,740
- G. Annual BOSSDesk Support Agreement
Contract Period: 4/1/20-3/31/21
Supplier: BOSS, Inc.
2020 Value: \$16,283.20
2019 Value: \$13,343.20
- H. Professional Services from Solutionwerks, Inc. for Preventative Maintenance at CC Williams WWTP
Supplier: Solutionwerks, Inc.
Value: \$17,600

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- I. Professional Services Nezat Combo Truck Sewer Cleaning Training
Supplier: Nezat Training and Consulting, Inc.
Est Value: \$16,550
- J. SSO Mitigation Projects Summary Package
- K. Sensitive Positions for Approval

Commissioner Jones questioned Item K and Mr. Hyland explained when employees are hired and the position is considered to be sensitive such as a driving position, they are subject to drug testing which they are notified of. The list is sent to Mr. Hyland and he has to approve the employees on the listing.

- L. Consultants Project Status Reports
 1. Asarisi and Associates, LLC – January 2020
 2. Constantine Engineering, Inc. – February 2020
 3. Dewberry – January 2020
 4. Driven Engineering, Inc. – February 2020
 5. Goodwyn Mills Cawood – January 2020
 6. HDR – January 2020
 7. Isaiah Engineering, Inc. – February 2020
 8. Jacobs – February 2020
 9. McCrory Williams – February 2020
 10. Mobile Group, Inc – February 2020
 11. Neel Schaffer, Inc. – February 2020
 12. Stantec – January 2020
 13. Volkert, Inc. – January 2020

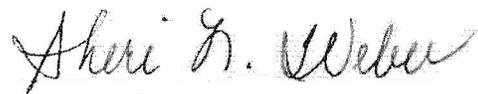
Commissioner Jones asked for explanation on Item L. Mr. Hyland said these are status reports on all ongoing projects from consultants that are doing work for MAWSS. In the past, it was a smaller number, but with more consultants doing work for us because of the Master Plan Projects, we are requiring reports from all of them on a consistent basis. Chair Nichols said he noticed we have a standard reporting form and he would like to thank staff for that.

Commissioner Bell questioned the Cleaning and Video Annual Contract. He noticed there is additional training scheduled; have there been problems with accidents in that area? Mr. Cote said the additional training is for proper use of the equipment and cleaning methods. It is also for safety training, not necessarily related to accidents. Training was conducted ten or fifteen years ago and we also have on the job training; but we see a need with the influx of new employees moving into those positions to have the training again. Commissioner Bell asked if this training will ‘train the trainer’ and Mr. Cote said yes it will, there will be training manuals provided in the program and supervisors will be in the training as well as other employees that use the equipment.

There being no further business to come before the Board, at 2:20 p.m., Chair Nichols thanked everyone for attending and said the Board will reconvene in **Executive Session** at 2:25 p.m.

The meeting reconvened at 2:51 p.m. with all members present. Commissioner Drummond moved to adjourn and Commissioner Odom seconded. The motion then carried with the unanimous vote of the Board.

The next regular meeting is scheduled for April 6, 2020, at 2 p.m.



Sheri N. Weber, Secretary-Treasurer