

# BOSTON WATER AND SEWER COMMISSION

## REGULAR MEETING

Wednesday, July 26, 2017

### I. CALL TO ORDER

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 8:53 A.M. on Wednesday, July 26, 2017, at the office of the Commission, 980 Harrison Avenue, Boston, Massachusetts.

Present at the meeting were Commissioner Michael J. Woodall, Commissioner Cathleen Douglas Stone, and Commissioner Muhammad Ali-Salaam constituting a quorum for the transaction of business; Messrs. Canavan, Dayib, Dwyer, Hunt, Porras, Steinkrauss, Sullivan, Vitale, and Ms. Mahoney and McSweeney of the Commission Staff. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary.

Irene McSweeney, Director of Construction, presented to the Board the Annual Report on Construction Contracts and Change Order Summary.

### Administration

#### Approval of Minutes

Consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Friday, June 30, 2017. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Ali-Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

**RESOLVED:** That the Minutes of the Regular Meeting of the Commission held on Friday, June 30, 2017, be, and they hereby are, approved.

### Information Reports

#### 1. Disbursement Ratification (Schedules A, B & D)

Ratification of Disbursements for June 21, 2017 – July 18, 2017. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Ali-Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

**RESOLVED:** That the actions of those persons authorized by the Commission in executing checks for a total of \$294,597.82 are ratified and approved.

#### 2. June 2017 Change Orders Report.

#### 3. Second Quarter Affirmative Action Plan Report.

### II. GENERAL MANAGEMENT ISSUES

#### 1. June 2017 Capital Improvement Program Budget Variance Report.

#### 2. June 2017 Monthly Management Report.

3. June 2017 Revenue and Expense Analysis Report.

**III. PROPOSALS AND CONTRACTS**

**Engineering**

1. Project Performance Tracking and Reporting.

2. Authorization to Advertise a Contract for CCTV inspections to Verify Leaking Sewer Laterals and Locate Illicit Connections. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Ali-Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

**RESOLVED:** That appropriate members of Staff are authorized to advertise a Contract for CCTV inspections to Verify Leaking Sewer Laterals and Locate Illicit Connections.

3. Authorization to Amend Contract No. 10-309-001 for six change orders associated with the sewer and drain rehabilitation work. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Ali-Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

**RESOLVED:** That appropriate members of Staff are authorized to amend Contract No. 10-309-00 in an amount not to exceed \$117,048.88.00; and the Executive Director is authorized to execute the necessary contract documents.

**Administration**

1. Authorization to Advertise a Three-Year Contract (January 2018 – December 2020) for Fire Alarm and Fire Sprinkler System Inspection Maintenance and Repair Services. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Ali-Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

**RESOLVED:** That appropriate members of Staff are authorized to advertise a Three-Year Contract for Fire Alarm and Fire Sprinkler System Inspection, Maintenance and Repair Services.

2. Authorization to Amend Contract No. 15-201-002, for Fire Alarm and Fire Sprinkler System Inspection Maintenance and Repair Services. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Ali-Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

**RESOLVED:** That appropriate members of Staff are authorized to amend Contract No. 15-201-002 in an amount not to exceed \$35,000.00; and the Executive Director is authorized to execute the necessary contract documents.

3. Authorization to negotiate a contract for professional upgrade services for PeopleSoft 9.2 Human Resource Information and Financial Management Systems. Upon Motion duly made by

Chairman Woodall and seconded by Commissioner Ali-Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

**RESOLVED:** That appropriate members of Staff are authorized to negotiate a contract with Beacon Application Services Corp., at a cost not to exceed \$856,000.00; and the Executive Director is authorized to execute the necessary contract documents.

### **Operations**

1. Authorization to Advertise a Request for Proposals to procure the services of a consulting firm to maintain the Commission's Safe Drinking Water Act – Total Coliform Rule Water Sampling Program through the end of 2020. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Ali-Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

**RESOLVED:** That appropriate members of Staff are authorized to advertise a Request for Proposals to procure the services of a consulting firm to maintain the Commission's Safe Drinking Water Act – Total Coliform Rule Water Sampling Program through the end of 2020.

2. Authorization to use Massachusetts State Contract and/or Cooperative Procurement Contracts to purchase two (2) CAT Backhoes, one (1) Dump Truck, and two (2) Light Vehicles. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Ali-Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

**RESOLVED:** That the Commission is authorized to use Massachusetts State Contract and/or Cooperative Procurement Contracts to purchase two (2) CAT Backhoes, one (1) Dump Truck, and two (2) Light Vehicles at a cost not to exceed \$480,000.00; and the Executive Director is authorized to execute the necessary contract documents.

### **Legal**

1. For Information Only: One Year Extension of Contract No. 14-201-009, Workers' Compensation Claims Administration at the same flat fee basis cost of \$30,415.00.

2. For Information Only: Renewal of the Commission's Automobile Liability, Excess Liability (including General Liability, Public Officials & Employee Liability, Automobile Liability, Law Enforcement Liability), Excess Workers' Compensation Insurance, Crime and Fidelity Insurance, Fiduciary Insurance and Property Insurance (including Boiler and Machinery).

### **V. EXECUTIVE SESSION**

There being no further business to come before this meeting, Chairman Woodall advised the Commissioners that it would be appropriate to go into Executive Session for discussion and approval of the Executive Session Minutes of the June 30, 2017 meeting and Consent Decree Compliance. Upon Motion

duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

**RESOLVED:** That the Commission go into Executive Session to discuss and approve the Executive Session Minutes of the June 30, 2017 meeting and Consent Decree Compliance; the Commissioners having determined that conducting such business in open meeting would not be in the best interest of the Commission; and further

**RESOLVED:** That the Commission will not reconvene in an open meeting session upon completion of the aforementioned Executive Session; and further

**RESOLVED:** To adjourn this open meeting and meet in Executive Session.

### **ADJOURNMENT**

After further discussion, Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

**RESOLVED:** To adjourn.

Adjourned, accordingly, at 9: 18 A.M.

Respectfully submitted,



Henry F. Vitale  
Secretary