

BOSTON WATER AND SEWER COMMISSION

REGULAR MEETING

Friday, December 22, 2017

I. CALL TO ORDER

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 8:47 A.M. on Friday, December 22, 2017, at the office of the Commission, 980 Harrison Avenue, Boston, Massachusetts.

Present at the meeting were Commissioner Michael J. Woodall, and Commissioner Cathleen Douglas Stone constituting a quorum for the transaction of business; Messrs. Canavan, Dayib, Dwyer, Piacenza, Porras, Sullivan, Vitale, and Mses. Gottschalk, and Mahoney of the Commission Staff. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary.

Chairman Woodall read a Proclamation by the Massachusetts Legislature congratulating Mr. Vitale on his receipt of the Henry L. Shattuck Public Service Award and acknowledging his significant contributions to the Boston Water and Sewer Commission and his many years of service and dedication to the ratepayers of the City of Boston as Chief Financial Officer and Executive Director of the Boston Water and Sewer Commission.

Nelson Piacenza, Chief Financial Officer, presented for the Commissioners' information an overview of the Commission's Proposed 2018 Current Expense Budget.

Finance (Walk In)

Authorization to adopt the proposed 2018 Rate Schedule, and the Proposed 2018 Current Expense Budget for approval. Upon discussion and Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: The Proposed 2018 Rate Schedule and the Proposed 2018 Current Expenses Budget are hereby adopted.

Administration (Walk In)

Authorization to reject the three proposals received for RFQ 17-207-009, and authorization to re-advertise for broker services related to Group Benefit Plans. After discussion and upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: The Board of Commissioners authorize the Executive Director to reject the three proposals received for RFQ 17-207-009, and to re-advertise for broker services related to the selection of Group Benefit Plans.

Approval of Minutes

Consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Wednesday, November 29, 2017. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Minutes of the Regular Meeting of the Commission held on Wednesday, November 29, 2017, be, and they hereby are, approved.

Information Reports

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

Ratification of Disbursements for November 22, 2017 through December 13, 2017. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the actions of those persons authorized by the Commission to execute checks for a total of \$386,313.14 are ratified and approved.

2. November 2017 Change Orders Report.

II. GENERAL MANAGEMENT ISSUES

1. November 2017 Capital Improvement Program Budget Variance Report.

2. November 2017 Monthly Management Report.

3. November 2017 Revenue and Expense Analysis Report.

III. PROPOSALS AND CONTRACTS

Engineering

1. Project Performance Tracking and Reporting.

2. Authorization to Advertise for Bids for Contract No. 14-309-001, Replacement and Rehabilitation of Sewer and Drain Pipes and Replacement of Water Mains in the City of Boston. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That appropriate members of Staff are authorized to advertise for Bids for Contract No. 14-309-001, Replacement and Rehabilitation of Sewer and Drain Pipes and Replacement of Water Mains in the City of Boston.

3. Authorization to Award Contract No. 18-303-003, Reconstruction of Drainage and Sewerage Works. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission Award Contract No. 18-303-003 to D'Allessandro Corp. in an amount not to exceed \$1,128,862.90;

and the Executive Director is authorized to execute the necessary contract documents.

4. Authorization to Award Contract No. 18-303-008, Restoration of Water and Sewer Pavement Excavations, Citywide. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission Award Contract No. 18-303-008 to Rochester Bituminous Products, Inc. in an amount not to exceed \$1,265,732.50; and the Executive Director is authorized to execute the necessary contract documents.

5. Authorization to Solicit Proposals to Investigate Areas for Stormwater Detention and Green Infrastructure Integration. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission is authorized to solicit proposals to Investigate Areas for Stormwater Detention and Green Infrastructure Integration.

Administration

1. Authorization to Award Contract No. 18-201-002 for Fire Alarm and Sprinkler Systems Maintenance and Repair Services for three (3) years. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission Award Contract No. 18-201-002 to Encore Fire Protection, for the period January 1, 2018 through December 31, 2020, in an amount not to exceed \$85,420.00; and the Executive Director is authorized to execute the necessary contract documents.

2. Authorization to utilize Massachusetts State Contract No. OFF36 to purchase Office Supplies, Recycled Paper and Envelopes. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission utilize Massachusetts State Contract No. OFF36 to purchase Office Supplies, Recycled Paper and Envelopes in an amount not to exceed \$80,000.00; and the Executive Director is authorized to execute the necessary contract documents.

3. Authorization to utilize Massachusetts State Contract No. OFF38 to purchase Office Furniture and Accessories. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission utilize Massachusetts State Contract No. OFF38 to purchase Office Furniture and Accessories in an amount not to exceed \$20,000.00; and the Executive Director is authorized to execute the necessary contract documents.

4. Authorization to utilize Massachusetts State Contract No. OFF44 to produce Printing and Promotional Materials. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission utilize Massachusetts State Contract No. OFF44 to produce Printing and Promotional Materials in an amount not to exceed \$210,000.00; and the Executive Director is authorized to execute the necessary contract documents.

5. Authorization to Utilize the United States Postal Service in 2018. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission Utilize the United States Postal Service in 2018 in an amount not to exceed \$258,000.00; and the Executive Director is authorized to execute the necessary contract documents.

6. Authorization to Waive Public Advertisement and enter into Agreements for Water/Sewer, Natural Gas, and Electrical Utility Services in 2018. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission Waive Public Advertisement and enter into Agreements for Water/Sewer, Natural Gas, and Electrical Utility Services in 2018 in an amount not to exceed \$751,500.00; and the Executive Director is authorized to execute the necessary contract documents.

7. Authorization to Waive Public Advertisement and award a sole source contract to Purchase Meter Parts. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission Waive Public Advertisement and award a sole source contract to Purchase Meter Parts to Neptune Technology Group, Inc. in an amount not to exceed \$60,000.00; and the Executive Director is authorized to execute the necessary contract documents.

Finance

1. Authorization to Adopt the Proposed 2018-2020 Capital Improvement Program. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: The Proposed 2018-2020 Capital Improvement Program is hereby adopted.

Operations

1. Authorization to Waive Public Advertisement and Award Sole Source Contracts for Fleet Specialized Parts and Services in 2018. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission Waive Public Advertisement and Award Sole Source Contracts for Fleet Specialized Parts and Services in 2018 to C.N. Wood Company, Cummins Northeast, J.F. McDermott, Stetco, and Milton CAT in an amount not to exceed \$200,000.00; and the Executive Director is authorized to execute the necessary contract documents.

2. Authorization to Advertise Two Bids for 2018 Contracts for Pipeline Cleaning and Television Inspection Services for the Commission's Capacity Management Operations and Maintenance Program. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That appropriate members of Staff are authorized to advertise for Bids for 2018 Contracts for Pipeline Cleaning and Television Inspection Services for the Commission's Capacity Management Operations and Maintenance Program.

Safety and Training

1. Authorization to utilize New England Water Works Association to Provide Training to Commission Employees in 2018. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission utilize New England Water Works Association to Provide Training to Commission Employees in 2018.

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 November 29, 2017 meeting and Consent Decree Compliance. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: That the Commission go into Executive Session to discuss and approve the Executive Session Minutes of November 29, 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 Executive Session; and further

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

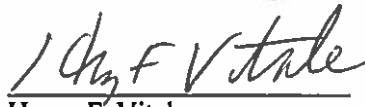
ADJOURNMENT

After further discussion, upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

RESOLVED: To adjourn.

Adjourned, accordingly, at 9: 27 A.M.

Respectfully submitted,



Henry F. Vitale
Secretary