

BOSTON WATER AND SEWER COMMISSION

REGULAR MEETING

Thursday, December 20, 2018

I. CALL TO ORDER

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 1:21 P.M. on Thursday, December 20, 2018 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, Hunt, Piacenza, Porras, Sullivan, Vitale, and Ms. Gottschalk and Mahoney of the Commission Staff. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary.

Administration

Approval of Minutes

Consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Wednesday, November 28, 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 Minutes of the Regular Meeting of the Commission held on Wednesday, November 28, 2018, be, and they hereby are, approved.

Nelson Piacenza, Chief Financial Officer, presented for the Commissioners' information an overview of the Commission's Proposed 2019 Current Expense Budget and 2019 Proposed Rates.

Information Reports

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

Ratification of Disbursements for November 21, 2018 through December 11, 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 actions of those persons authorized by the Commission to execute checks for a total of \$612,239.15 are ratified and approved.

2. November 2018 Change Orders Report.

3. Training Provided to Commission Employees by Employee Assistance Program (EAP).

II. GENERAL MANAGEMENT ISSUES

1. November 2018 Capital Improvement Program Budget Variance Report.

2. November 2018 Monthly Management Report.

3. November 2018 Revenue and Expenses Report.

III. PROPOSALS AND CONTRACTS

Engineering

1. For Information Only: Project Performance Tracking and Reporting.

2. Authorization to Advertise a Request for Proposals (RFP) for Hydraulic Modeling and CIP Software. 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 authorization to Advertise for a Request for Proposals (RFP) for Hydraulic Modeling and CIP Software.

3. Authorization to Award Contract #18-309-011 for Water and Sewerage Works Improvements in the Back Bay and South End. 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 #18-309-011 for Water and Sewerage Works Improvements in the Back Bay and South End to Fed Corporation in an amount not to exceed \$1,616,497.33; and the Executive Director is authorized to execute the necessary contract documents.

Administration

1. Authorization to Award a Contract to Oracle Corporation for Annual Maintenance and Technical Support Services for 2019 procured under a MA State Contract. 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 a Contract to Oracle Corporation for Annual Maintenance and Technical Support Services for 2019 in an amount not to exceed \$67,000.00; and the Executive Director is authorized to execute the necessary contract documents.

2. Authorization to Award a Contract to Oracle Corporation for Annual Maintenance and Technical Support on the Commission's Human Resource/Financial Management System for 2019 procured under a MA State Contract. 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 a Contract to Oracle Corporation for Annual Maintenance and Technical Support on the Commission's Human Resource/Financial Management System for 2019 in an amount not to exceed \$138,000.00; and the Executive Director is authorized to execute the necessary contract documents.

3. Authorization to Award a Contract to Verizon Wireless/Verizon New England, Inc to purchase wireless and telecommunications services for 2019 procured under a MA State Contract. 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 a Contract to Verizon Wireless/Verizon New England, Inc. to purchase wireless and telecommunications services for 2019 in an amount not to exceed \$252,000.00; and the Executive Director is authorized to execute the necessary contract documents.

4. Authorization to Award a Contract to TPX to purchase data communications services for 2019 procured under a MA State Contract. 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 a Contract to TPX to purchase data communications services for 2019 in an amount not to exceed \$150,000.00; and the Executive Director is authorized to execute the necessary contract documents.

5. Authorization to utilize currently approved State Contracts, General Service Agreements, and authorized Consortium/Collaborative Agreements to purchase IT Hardware and Miscellaneous Supplies for the year 2019. 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 utilize State Contracts, General Service Agreements, and authorized Consortium/Collaborative Agreements to purchase IT Hardware and Miscellaneous Supplies for 2019 in an amount not to exceed \$250,000.00; and the Executive Director is authorized to execute the necessary contract documents.

6. Authorization to award contract #19-201-001 for Overhead Door Maintenance and Repair Services. 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 #19-201-001 for Overhead Door Maintenance and Repair Services to Collins Overhead in an amount not to exceed \$82,800.00; and the Executive Director is authorized to execute the necessary contract documents.

7. Authorization to award contract #19-201-002 for Janitorial Services. 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 #19-201-002 for Janitorial services to Compass Facilities Services in an amount not to exceed \$1,047,596.00; and the Executive Director is authorized to execute the necessary contract documents.

8. Authorization to Utilize the Current Approved State Contract OFF36 for the Purchase of Office Supplies, Recycled Paper and Envelopes in 2019. 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 Utilize the Current Approved State Contract OFF36 for the Purchase of Office Supplies, Recycled Paper and Envelopes in 2019 at a cost not-to-exceed \$82,000.00.

9. Authorization to Utilize the Current Approved State Contract OFF38 for the Purchase of Office Furniture and Accessories in 2019. 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 Utilize the Current Approved State Contract OFF38 for the Purchase of Office Furniture and Accessories in 2019 at a cost not-to-exceed \$29,000.00.

10. Authorization to Utilize the Current Approved State Contract OFF44 for Printing and Graphic Design Services and production of Commission Publications and 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 is authorized to Utilize the Current Approved State Contract OFF44 for Printing and Graphic Design Services and production of Commission Publications and Materials at a cost not-to-exceed \$237,500.00.

11. Authorization to Utilize the United States Postal Service in 2019. 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 Utilize the United States Postal Service in 2019 at a cost not-to-exceed \$280,000.00.

Operations

1. Authorization to award contract #19-103-003 for the Purchase of Cold Patch Liquid Asphalt Blend. 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 #19-103-003 for the Purchase of Cold Patch Liquid Asphalt Blend to Lorusso Corp. in an amount not to exceed \$63,800.00; and the Executive Director is authorized to execute the necessary contract documents.

2. Authorization to award contract #19-309-009 Sewer and Drain Condition Monitoring in Fenway/Kenmore, Hyde Park, Jamaica Plain and Mattapan. 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 #19-309-009 Sewer and Drain Condition Monitoring in Fenway/Kenmore, Hyde Park, Jamaica Plain and Mattapan to National Water Main Cleaning

Company in an amount not to exceed \$522,204.25; and the Executive Director is authorized to execute the necessary contract documents.

3. Authorization to award contract #19-309-010 Sewer and Drain Condition Monitoring in East Boston, North Dorchester, Roxbury, South Boston and South Dorchester. 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 #19-309-010 Sewer and Drain Condition Monitoring in East Boston, North Dorchester, Roxbury, South Boston and South Dorchester to National Water Main Cleaning Company in an amount not to exceed \$818,314.75; and the Executive Director is authorized to execute the necessary contract documents.

4. Authorization to Waive Public Advertisement and Award Sole Source Contracts for Fleet Specialized Parts and Services in 2019. 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 Waive Public Advertisement and Award Sole Source Contracts for Fleet Specialized Parts and Services as follows: C.N. Wood Company (vactors), \$80,000.00; Cummins Northeast (engines), \$25,000.00; J.F. McDermott (jets), \$25,000.00; J.F. McDermott (sewer television equipment), \$20,000.00; Stetco (catch basin cleaners & cranes), \$15,000.00; and Milton CAT (CAT manufactured equipment), \$60,000.00; and the Executive Director is authorized to execute the necessary contract documents.

Finance

(Walk In)

1. Authorization to adopt the Proposed 2019-2021 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 2019-2021 Capital Improvement Program is hereby adopted.

(Walk In)

2. Authorization to adopt the proposed 2019 Rate Schedule, and the Proposed 2019 Current Expense Budget.. 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 2019 Rate Schedule and the Proposed 2019 Current Expenses Budget are hereby adopted.

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 to discuss and approve the November 28, 2018 Executive Session Minutes, and Litigation matters. 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 November 28, 2018 Executive Session Minutes, and Litigation matters; 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 2: 21 P.M.

Respectfully submitted,



Henry F. Vitale
Secretary