

**BOSTON WATER AND SEWER COMMISSION  
REGULAR MEETING**

Monday, September 30, 2019

**I. CALL TO ORDER**

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 8:54 A.M. on Monday, September 30, 2019, at the office of the Commission, 980 Harrison Avenue, Boston, Massachusetts.

Present at the meeting were Commissioner Michael J. Woodall and Commissioner Kathleen Stone constituting a quorum for the transaction of business; Messrs. Canavan, Dayib, Dwyer, Hunt, Nelson, Porras, Steinkrauss, Sullivan, Van Dam, Vitale, and Ms. Hickson, Ma, Mahoney, McSweeney, Randolph, Smith, and Theodat of the Commission Staff. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary.

**Administration**

**Approval of Minutes**

Upon opening of the meeting, consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Wednesday, August 28, 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 Minutes of the Regular Meeting of the Commission held on Wednesday, August 28, 2019, be, and they hereby are, approved.

**Presentation**

Peter Hunt presented a brief update about the new UMAX 365 system that went live on Labor Day weekend. No major issues were reported, and the system is working as expected.

**Information Reports**

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

Ratification of Disbursements for August 14, 2019, through September 23, 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 actions of those persons authorized by the Commission to execute checks for a total of \$350,605.01 are ratified and approved.

2. August 2019 Change Orders Report.

**II. GENERAL MANAGEMENT REPORTS**

1. August 2019 Capital Improvement Program Budget Variance Report.

2. August 2019 Monthly Management Report.
3. August 2019 Revenue and Expenses Report.

### III. PROPOSALS AND CONTRACTS

#### Engineering

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

2. Authorization to Solicit Proposals for a Construction Supervision Services for Sewer Separation in South Boston. Its estimated cost is \$14M over seven 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 is authorized to Solicit Proposals for a Construction Supervision Services for Sewer Separation in South Boston.

3. Authorization to Advertise for Professional Services for the Design of Sewer and Drain Works 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 the Commission is authorized to Advertise for Professional Services for the Design of Sewer and Drain Works in the City of Boston.

4. Authorization to Amend Contract No. 19-303-008 to request additional funding to cover the cost of pavement restoration required for September through December, 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 Amend Contract No. 19-303-008 to approve additional funding in an amount not to exceed \$300,000.00; and the Executive Director is authorized to execute the necessary contract documents.

5. Authorization to Award Contract No. 16-309-006 for Replacement and Rehabilitation of Water and Sewer Pipes in City Proper. 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. 16-309-006 for Replacement and Rehabilitation of Water and Sewer Pipes in City Proper to RJV Construction in an amount not to exceed \$4,824,382.61; and the Executive Director is authorized to execute the necessary contract documents.

6. Authorization to Negotiate and Execute Contract No. 19-206-012, Support to Commission Staff for the Commission's Sewer and Storm Drain Model. 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 Award Contract No. 19-206-012 to Stantec Consulting Services, Inc., for an amount not to exceed \$270,000.00; and the Executive Director is authorized to execute the necessary contract documents.

### Administration

1. Authorization to Advertise for Replacement Vehicle Wash System. 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 Advertise a contract for a replacement vehicle wash system with an estimated value of \$1.5 million.

2. Authorization to Award a contract, under Massachusetts State Contract TRD01, to fabricate and install security fencing in the rear of the Headquarters Facility. 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 Parker fence of Groveland in an amount not to exceed \$70,000.00; and the Executive Director is authorized to execute the necessary contract documents.

3. Authorization to Award a contract, under MHEC12-F05, for the renewal of a maintenance and technical support agreement for the Commission's network firewall for the period October 27, 2019 to October 27, 2020. 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 GovConnection Inc. in an amount not to exceed \$52,480.15; and the Executive Director is authorized to execute the necessary contract documents.

4. Authorization to Award a contract, under Massachusetts State Contracts, for the replacement of the Commission's security systems at Harrison Avenue and Alford Street. 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 New Era Technology in an amount not to exceed \$644,737.00; and the Executive Director is authorized to execute the necessary contract documents.

5. Authorization to Negotiate and Execute a contract for a Cybersecurity Risk and Resilience Assessment and the development of an IT Emergency Response Plan. 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 Award a Contract to Securance Consulting for an amount not to exceed \$249,240.00; and the Executive Director is authorized to execute the necessary contract documents.

### **Finance**

1. Authorization to Advertise and Solicit Proposals for a Firm to Serve as Financial Advisor for a Five-year Period. 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 Advertise and Solicit Proposals for a Firm to Serve as Financial Advisor for a Five-year Period.

2. Authorization to Advertise and Solicit Proposals for Mailhouse Service for a Three-year Period. 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 Advertise and Solicit Proposals for Mailhouse Service for a Three-year Period.

3. Authorization to Solicit Proposals for 2020 Purchase/Service contracts. 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 for 2020 Purchase/Service contracts.

### **Legal**

1. Authorization to Adopt the amended Boston Water and Sewer Commission Billing, Termination and Appeal Regulations, and Amendments to the 2019 Rate Document. 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 Adopt the amended Boston Water and Sewer Commission Billing, Termination and Appeal Regulations, and Amendments to the 2019 Rate Document.

### **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 August 28, 2019, Executive Session Minutes, Litigation, and Employment, and Personnel 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 August 28, 2019, Executive Session Minutes,

Litigation, and Employment and Personnel 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.

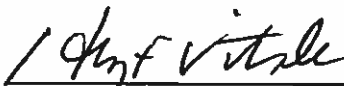
**ADJOURNMENT**

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 9: 15 A.M.

Respectfully submitted,



Henry F. Vitale  
Secretary