

BUSINESS OFFICE, 4725 MOFFETT ROAD, MOBILE, ALABAMA
October 14, 2024

The Board of Water and Sewer Commissioners of the City of Mobile met this Monday in their regular session at
1:30 p.m. at MAWSS' Park Forest Plaza.

PRESENT:

Mr. Raymond L. Bell, Jr., Chair
Mr. Thomas Zoghby, Vice Chair
Mr. John C. Williams, Secretary-Treasurer
Ms. Barbara Drummond, Commissioner
Ms. Linda St. John, Commissioner
Mr. Jay W. Weber, Commissioner

Mr. Bud McCrory, Jr., Director
Mr. Bradley Dean, Attorney
Mr. Douglas L. Cote
Mr. Daryl Russell
Ms. Calressia Clark
Ms. Fatima Washington

ABSENT:

Ms. Maria Gonzalez, Commissioner

Chair Bell called the meeting to order and Commissioner Drummond gave the invocation.

Committee Reports were next and Commissioner Zoghby summarized the **Finance / Risk Management Committee Meeting** held on September 24, 2024. The primary discussion revolved around the *2025 Proposed Operating & Capital Budget*. The committee also reviewed details of the *2024 Quarterly Budget Update, Policy and Procedure Manual Changes (including the Fee Schedule)* and a *Current Investments Update*.

There were no **Visitors** present requesting an audience with the Board. Mr. McCrory extended warm wishes and congratulations to **MR. MICHAEL A. HUGHES**, Equipment Operator II on his retirement after 21 years of service to the Board.

Chair Bell presented the **Consent Agenda Items** for approval, and they are as follows:

Item 4 Consent Agenda

Bids and Purchasing

- A. IFB 24-028 Annual Contract for Heavy Equipment Rental
- B. IFB 24-029 Annual Contract – Liquid Aluminum Sulfate
- C. Co-op Purchase of Four (4) Booster Station Emergency Standby Generators and Auto Transfer Switches
- D. Budget Increase Request for 2022 Annual Contract Project No. M5712-2721 Cleaning and Videoing of 15” through 54” Various Sanitary Sewer Segments (Large Diameter)
- E. Budget Increase Request for 2024 Annual Contract Access Roads Construction and Sewer Easement Maintenance Project No. M5712-2780
- F. Budget Increase Request for 2024 Annual Contract for Street / Sidewalk Repairs Project No. M5712-2781
- G. Service Agreement Renewal with Automated Control Service, LLC (ACS)
- H. Electronic Security System Services Agreement with Security Engineering, Inc.

Commissioner Drummond moved for approval of the **Consent Agenda**; Commissioner St. John seconded and the motion then carried with the unanimous vote of the Board present.

Mr. Jackson directed attention to a **presentation** on *Customer Operations*. Facets, areas of staff responsibilities and upcoming additions are highlighted below:

- Meter Replacement Update
 - How the AMI system functions
 - Commercial Meter Customers (208 installs remaining) / *Meter at 107 St. Francis Street will be the last meter replaced*
 - Residential Meter Customers (AMI installations are complete)

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- Remote AMI Meters (Actions needed can now be completed from the home office / no need to physically read/cut-off/turn-on meters) / *System will also send notifications to staff if a meter is not reading correctly ensuring staff is able to troubleshoot within 48 hours versus 30 days.*
- AMI Dashboard
- AMI Technician Daily Tasks / AMI Maintenance
- Revenue / Consumption and New Service Customers
- Annual Budget
- Customer Service / Call Center Update
 - Customer Service / Chat Option / Dispatch
 - Working from Home (WFH)
 - Cross – Training
 - Bilingual Employees / Software
 - Community Outreach
 - Customer Service Survey

In response to comments from the Board, Mr. Jackson stated that typical customer related calls to the call center are related to questions concerning bills or leaks a customer was not aware they were experiencing. The AMI system has been a wonderful addition to the organization.

The **Minutes of September 9, 2024** were presented for approval. Commissioner Zoghby moved for approval and Commissioner Williams seconded. The motion then carried with the unanimous vote of the Board present.

Bid Openings were next, Mr. Cote read the bid tabs as follows:

Item 6A McCrory/Williams Project No. M5712-2805 2025 Annual Contract for Painting

The engineers estimate for this project is \$110,000; there was one bidder, Melvin Pierce Painting, Inc. in the amount of \$106,965.

Item 6B McCrory/Williams Project No. M5712-2808 2025 Annual Contract for Cleaning & Video of 15” –54” Various Sanitary Sewer Segments

The engineers estimate for this project is \$1,200,000; there were two bidders, the apparent low bidder is Smith Industrial Services (SIS) in the amount of \$994,250.

Item 6C McCrory/Williams Project No. M5712-2809 2025 Annual Contract for Cured-In-Place Pipe for Small Diameter Sanitary Sewer Rehabilitation

The engineers estimate for this project is \$1,190,000; there were four bidders, the apparent low bidder is Suncoast Infrastructure, Inc. in the amount of \$1,566,180.

Item 6D McCrory/Williams Project No. M5712-2810 2025 Annual Contract for Waterline Repairs

The engineers estimate for this project is \$560,000; there were three bidders, the apparent low bidder is Construction Labor Services, Inc. in the amount of \$443,555.

Item 6E McCrory/Williams Project No. M5712-2812 Schillinger Road LS Force Main Air Release Valve

The engineers estimate for this project is \$160,000; there were three bidders, the apparent low bidder is Construction Labor Services, Inc. in the amount of \$158,970.

Item 6F Stantec Project No. 175578363 Big Creek Lake Dam Toe Berm and Drainage Improvements

The engineers estimate for this project is \$3,910,500; there were three bidders, the apparent low bidder is Hughes Companies, Inc. in the amount of \$5,231,299.

Item 6G Volkert Project No. 1201846.003 2025 Annual Plant Maintenance Contract

The engineers estimate for this project is \$1,227,500; there was one bidder, G.A. West & Company, Inc. in the amount of \$1,325,856.50.

Item 6H Volkert Project No. 1201846.004 2025 Annual Electrical Maintenance Contract

The engineers estimate for this project is \$327,400; there was one bidder, A & B Electric Company of Mobile, Inc. in the amount of \$301,100.

Staff will bring these items back to the Board for consideration after they have been reviewed by the engineer and DBE Department.

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Legal was next and Attorney Dean stated there were no matters appropriate for discussion in an Executive Session.

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

New Business was next and they are as follows:

Item 9A Facilities for Acceptance: Head Start Center / 5837 Three Notch Road (Sewer Facilities Only)
Staff has reviewed the project and the close-out documentation and recommends acceptance of the sewer facilities as noted above, valued at \$62,772.60.

Commissioner Drummond moved for approval; Commissioner Zoghby seconded and the motion then carried with the unanimous vote of the Board present.

Item 9B MAWSS Policies for Approval:

i. MAWSS Performance Review Policy HR 24-01

As presented to the Human Resources Committee on September 9, 2024; the purpose of this policy is to give employees and supervisors instruction, direction and the proper procedures to conduct employee performance reviews. This review does not replace the Mobile County Personnel Board's current service rating form, but completion will be required by all MAWSS employees. Staff requests approval to adopt this new policy.

Commissioner Williams moved for approval; Commissioner Weber seconded and the motion then carried with the unanimous vote of the Board present.

ii. HR 93-01 MAWSS Workers Compensation Review Policy

Also presented on September 9, 2024; staff requests approval to amend this policy, which was created in 1993 and has not been updated in 31 years. The proposed updates will provide a more detailed overview of the processes, intent and ramifications for non-compliance. Staff also requests to rescind HR 94-6 Complimentary Benefits for Unskilled Laborers for On-the-Job Injuries as this language has been combined into the amended HR 93-01.

Commissioner Williams moved for approval; Commissioner Drummond seconded and the motion then carried with the unanimous vote of the Board present.

Item 10 Information Only Items:

- A. IFB 24-026 Turbine Pump Repair for CC Williams WWTP
- B. IFB 24-027 Spillway Joint Repair at Big Creek Lake
- C. Additional Licenses for enQuesta Link
- D. Annual Service Agreement for TrueDialog SMS Messaging
- E. Annual Subscription for Sentinel One Complete
- F. Co-op Purchase of Sewer AI Software
- G. Ext 2 Annual Contract MAWSS 22031 – Fluoride (**Y3**)
- H. Ext 2 Annual Contract MAWSS 22032 – Sale of Scrap Metal (**Y3**)
- I. Ext 2 Annual Contract MAWSS 22034 – Polymer for CC Williams (**Y3**)
- J. Professional Safety Consulting Services
- K. Purchase of H-TEC Air Release Valves
- L. Repair of a Philadelphia Mixer at CC Williams WWTP

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- M. Sole Source Purchase of a Flygt Pump for Water St LS060
- N. Sole Source Repair Parts for an Influent Pump at Wright Smith WWTP
- O. State of Alabama vs. MAWSS Consent Order Case No. CV-2020-901226.00 Status Report No. 6 Memo
- P. McCrory/Williams Project No. M5712-2796 Moffett Road 36" Water Valve Improvements Project (*Upcoming Change Order Notification*) Stickney WTP 50 MG Reservoir Improvements 60" PCCP Leak
- Q. McCrory/Williams Project No. M5712-2673 Mobile River 16" Waterline Replacement
- R. McCrory/Williams Project No. M5712-2799 Mobile Amtrak Station Water Line Relocation
- S. GMC Project No. AMOB230104 MAWSS Boardroom Renovations Potential CO / Allocation #1
- T. GMC Project No. AMOB230104 MAWSS Boardroom Renovations Potential CO / Allocation #2
- U. McCrory/Williams Project No. M5712-2741 Various Sewer Line Repairs Final Summary CO #1
- V. McCrory/Williams Project No. M5712-2759 IFB 024-007 Roof Replacement at Myers WTP CO #1
- W. HDR Project No. 10195981 Stickney 50 MG Reservoir Improvements Owners Allowance Allocation #1
- X. Consultant Project Status Reports - *August 2024*

There being no further business to come before the Board at 2:10 p.m., Commissioner Drummond motioned to adjourn; Commissioner St. John seconded and the motion then carried with the unanimous vote of the Board present.

The next regular meeting is scheduled for **November 4, 2024** at 1:30 p.m.



John C. Williams, Secretary-Treasurer