



~ Preliminary Agenda ~

Wednesday, September 4, 2013

1:30 PM

Board Room

INFORMATION FOR THE BENEFIT OF THE PUBLIC:

Public Notice: Regular board meetings are held the first and third Thursdays of the month at MLGW's Administration Building unless otherwise noted in the public notice filing and website. The proposed agenda will be posted in the public section of the ground floor lobby of the Administration Building and on MLGW's website at least 48 hours before the Board meets. You may access the proposed Board agenda and all available documents related to the items linked from the agenda on the Internet at: www.mlgw.com. Large agreements, items related to Homeland Security or items received too late to post may not be viewable. You may view those documents in the Public Records Office prior to or after the Board meeting. By Board action, agenda items may be added, deleted or held for later consideration at a later board meeting.

Consent Agenda: Items shown under the Consent Agenda consists of items considered to be routine and non-controversial upon which the documentation provided to the Board is adequate to give sufficient information for approval without inquiry or discussion during the Board meeting. The use of the Consent Agenda is designed to minimize the time required for the handling of routine matters in order to permit additional time to be spent on more significant matters. The Chairman will call for approval on the Consent Agenda as a whole and the vote will be treated as a separate vote on each item. At the request of a Board member, the Chairman may move any item on the Consent Agenda to the Regular Agenda.

Regular Agenda: Item(s) to be individually considered for Board action.

Filed Items: The Board may be provided information which does not require Board approval or Board discussion but which is noted for the official record as having been supplied to the Board.

Resolutions: Generally, there are two types of resolutions subject to approval by the MLGW Board of Commissioners. Internal Board Resolutions are within the full authority of the Board and considered final upon the acceptance of the minutes of that board action. External Board Resolutions are subject to the approval of the City Council and are not considered final until the City Council accepts the minutes of their approval for such.

ADA: As a covered entity under Title II of the Americans with Disabilities Act, MLGW does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. To ensure availability, such request should be made 72 hours in advance by contacting Eric Conway at (901) 528-4486 during business hours.

To Officially Communicate to the Board: Any individual member or group of the general public desiring to address the Board orally on items of interest to the public that are within the subject matter jurisdiction of the Board, shall complete an **MLGW Board Speaker Card** to make such desire known to the Board Secretary. Such request to be heard should be marked with the date of the meeting; the agenda item number; if the comments are in support, opposition, or general as they relate to the item; the speaker's name and address; and if the speaker is representing someone else as a paid consultant. Paid lobbyists must complete the required disclosure of their client's name, phone number, and address. Statements shall not exceed three minutes unless additional time is granted by the Board Chair. When recognized, please proceed forward to the podium and state your name and address. The board and staff will not answer questions that are asked in this forum but written questions or a written statement may be provided to the Board Secretary for entry into the official record. If any Board member receives approval of the Board Chairman, that Board Member may address questions to the person providing the public statement.

CALL TO ORDER AND OPENING REMARKS:Chairman Wishnia**PLEDGE OF ALLEGIANCE:**Chairman Wishnia**ROLL CALL:**Dana Jeanes**APPROVALS:**

Minutes of Meeting of August 15, 2013.

CITY COUNCIL ACKNOWLEDGEMENTS & UPDATE:Dana Jeanes

Receipt of Certified Copies of City Council Resolutions dated August 20, 2013, Items 28 through 30 approved by the Board on April 18, 2013 and Items 12 through 14 approved by the Board on August 1, 2013.

PRESENTATIONS:**GENERAL STATEMENTS FROM THE PUBLIC:****PRESIDENT'S BRIEFING:**

1. Review of Consent Agenda - Jerry R. Collins, Jr.

(President's Briefing Continued on Page 4)

CONSENT AGENDA**CONSTRUCTION & MAINTENANCE DIVISION**

1. Resolution approving rejection of the proposals received up to 4:00 p.m. on Tuesday, May 21, 2013, for Contract No. 11616, Replace Variable Frequency Drive in the Administration Building. A notice to bidders was advertised, 17 bids were solicited, four bidders were qualified and only one bid was received. (Jozelle Booker)
2. Resolution giving MLGW the authority to purchase fuel from Petroleum Traders via a combined fuel contract solicited and executed by the City of Memphis on behalf of Memphis Light, Gas and Water Division and the City of Memphis. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

CUSTOMER CARE DIVISION

(None)

ENGINEERING & OPERATIONS DIVISION

3. Resolution approving Change No. 1 to Contract No.11549, 2013 External Corrosion Direct Assessment ("ECDA") Inspection/Survey of Natural Gas Pipeline, to Southern Cross Pipeline Integrity Services, LLC dba JW's Pipeline Integrity Services, in the funded amount of \$28,900.00. (This change is to add three additional Guided Wave Ultra Sonic Tests (GWUT) to comply with DOT regulations. In the event mobilization/demobilization and weather delays are needed, a \$14,500.00 contingency is included. The new contract value is \$207,900.00.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
4. Resolution approving Change No. 2 to Contract No. 11427, Audiolog Recorders Upgrade, with Carolina Recording System, to change the current contract in the funded amount of \$39,485.00. (This change is to upgrade the existing Audiolog Recorder System to Version 5 in the funded amount of \$39,485. This change allows management to have desktop screen recording integration in a virtual PC environment, as well as allow the MLGW Commercial Resource Center and Service Dispatch areas for customer call quality and assessment.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
5. Resolution awarding sixty month blanket contracts for the purchase of single-phase pole type distribution transformers, to Howard Industries, Inc. in the amount of \$5,669,551.96 and ERMCO c/o Utility Sales Agency in the amount of \$2,513,454.60. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
6. Resolution awarding contract to Atkinson Industries, Inc. c/o H. V. Sales for the purchase of a prefabricated modular structure, in the amount of \$254,529.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
7. Resolution awarding a contract to Saft America, Inc. c/o H.V. Sales for a stationary battery, in the amount of \$55,569.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
8. Resolution awarding Contract No. 11650, Overhead Water Storage Tank Paint Inspector to Tank Industry Consultants, in the funded amount of \$271,975.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

FINANCE DIVISION

9. Resolution approving the rejection of bids, due to the fact that the current inventory is at an adequate level to satisfy upcoming projects and maintenance. (Jozelle Booker)
10. Resolution awarding a thirty-six month blanket contract to Universal Scaffolding and Equipment, LLC, for underground fittings, in the amount Of \$1,457,671.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

GENERAL COUNSEL DIVISION

(None)

HUMAN RESOURCES DIVISION

11. Resolution approving Change No. 1 to Contract No. 11552 Influenza Vaccine, to Wellness First, Incorporated, in the funded amount of \$36,000.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
12. Resolution approving the following part-time positions: Position numbers 06186 through 06205, Office Clerk. (Jerry R. Collins, Jr.)

INFORMATION SERVICES DIVISION

13. Resolution approving Change No. 3 to Contract No. 10927, Perpetual Licensing Agreement, with Pitney Bowes Software, Incorporated to renew software maintenance and support services for the current contract in the funded amount of \$31,067.00. (This change is to renew the current contract for software maintenance and support services for the period covering September 1, 2013 to August 31, 2014 in the funded amount of \$31,067.00, which reflects a 4% increase from the previous year. The new contract value is \$277,695.00.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

PRESIDENT'S DIVISION

14. Resolution awarding a thirty-six month contract to Tension Envelope Corporation for utility bill envelopes, in the amount of \$472,140.52. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

PRESIDENT'S BRIEFING (Continued):

2. Greater Memphis Chamber Economic Development Report - Bill Bullock
3. Human Resources Policy 22-16, Jury Duty/Summons - Rutha Griffin
4. Human Resources Policy 23-16, Accessing and Changing Customer Accounts - Rutha Griffin
5. Other - Jerry R. Collins, Jr.

COMMITTEE REPORTS:

Human Resources Committee - Commissioner Darrell Cobbins

ADDITIONAL MEETINGS:

11:30 a.m. - Pension Board Meeting - Room 511

12:30 p.m. (or immediately following the Pension Board Meeting)
OPEB Investment Committee Meeting - Room 511