



# Board of Light, Gas and Water Commissioners

220 S. Main Street

Memphis, TN 38103

[www.mlgw.com](http://www.mlgw.com)

## Board Meeting

### ~ Preliminary Agenda ~

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Thursday, September 6, 2012

1:30 PM

Board Room

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#### 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](http://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 16, 2012

**CITY COUNCIL ACKNOWLEDGEMENTS & UPDATE:** Dana Jeanes

Receipt of Certified Copies of City Council Resolutions dated August 21, 2012, Items 18 through 24 and Items 33, 34 and 35.

**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 Change No. 1 to Contract No. 11510, Roof Replacement at the MLGW Sheahan Pumping Station, with B Four Plieed Inc., in the funded amount of \$441,335.09. (The change is to reinforce the roof of unidentified deck panel which is needed due to unforeseen damaged deck panels at the MLGW Filter and Pump Buildings. The Filter Building will require a complete replacement of material from concrete deck panels to stainless steel decking to reinforce the roof. The Pump Building replacement deck panels will be increased by a count of 196 from the original 146 proposed by MLGW. The amount of the change is \$481,335.09; however, MLGW requested the approval of contingency funds in the amount of \$40,000.00 which was approved at the January 16, 2012 Board meeting and will be absorbed in this change order. The current contract term will remain from the Date of Notice to Proceed to December 31, 2012). (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

2. Resolution awarding Contract No. 11512, Automated Fuel Management System, to E. J. Ward, Inc. in a funded amount not to exceed \$800,000.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
3. Resolution awarding Contract No. 11535, Pest Control, to Nu Era Pest Control, in the funded amount of \$66,677.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
4. Resolution awarding Contract No. 11539, Mobile Document Shredding Services, to Vital Records Control, Inc. in the funded amount of \$28,176.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

#### **CUSTOMER CARE DIVISION**

5. Resolution adopting the "Share the Pennies Program," effective November 5, 2012. (Chris Bieber)

#### **ENGINEERING & OPERATIONS DIVISION**

6. Resolution awarding 36-month contract to IHS Global, Inc. for annual web-based subscription service in the amount of \$101,351.36. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

#### **FINANCE DIVISION**

7. Resolution setting forth all persons authorized to sign and/or countersign; transfer funds; and/or execute transactions on Division and Pension System bank accounts. (This supersedes the resolution approved by the Board on April 12, 2012). (Dana Jeanes)

#### **GENERAL COUNSEL DIVISION**

8. Resolution approving Change No. 1 to Contract No. 11507, Online Legal Research, with Lexis Nexis in the funded amount of \$205,188.00. (This change is to correct the award amount and term approved by the Board at its meeting September 1, 2011. The resolution incorrectly recommended an award in the amount of \$47,616.00. However, the executed contract is for a 60-month term in the amount of \$252,804.00. Therefore, the Manager of Procurement and Contracts is requesting approval of this change to increase the award in the amount of \$205,188.00 and to extend the end date to September 30, 2016). (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

#### **HUMAN RESOURCES DIVISION**

9. Resolution approving Change No. 1 to Contract No. 11500, Temporary Service for Clerical Support, with Kelly Services, Inc. in the funded amount of \$46,132.80, for a new contract value of \$337,338.80. (This change is needed due to an increase in area requests for temporary employees due to unbudgeted emergencies and will ensure that there are funds available to complete the renewal term which ends December 31, 2012). (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

10. Resolution approving Change No. 2 to Contract No. 11378, Risk Management Broker, with Marsh, in the funded amount of \$270,277.00. (This change is to extend the current contract in the amount of \$13,244.00 for the period covering September 1, 2012 to September 30, 2012. In addition, this change is to renew the contract for the second of four renewal terms in the amount of \$257,033.00 for the period covering October 1, 2012 to September 30, 2013). (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
11. Resolution awarding Contract No. 11552. Influenza Vaccine, to Wellness First, Inc. in the funded amount of \$36,000.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

#### **INFORMATION SERVICES DIVISION**

12. Resolution approving Change No. 4 to Contract No. 11179, Business Objects Software License and Related Service Agreement, with SAP Public Services, Inc., in the funded amount of \$64,220.21. (This change is to renew annual software maintenance and support services and license fees for the following services: 1) Service order number 10893417 (\$31,813.21) covering the period November 4, 2012 to November 3, 2013; 2) Service order number 10893464 (\$24,026.00) covering the period October 6, 2012 to October 5, 2013; 3) Service order number 10893464 (\$7,167.00) covering the period October 6, 2012 to October 5, 2013; and 4) Service order number 10899439 (\$1,214.00) covering the period December 22, 2012 to December 21, 2013). (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

#### **PRESIDENT'S DIVISION**

(None)

#### **PRESIDENT'S BRIEFING (Continued):**

2. Corporate Scorecard - 2nd Quarter 2012 - Valerie McKinney
3. Human Resources Policies #21-01, 23-15 and 22-21 - Rutha Griffin
4. Other - Jerry R. Collins, Jr.

#### **PRESENTATION:**

1. United Way Check Presentation - Von Goodloe

#### **COMMITTEE REPORT UPDATES:**

1. Supplier Diversity Committee Update - Commissioner Sisnett
2. Human Resources Committee Update - Commissioner 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