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Wednesday, March 4, 2026

8:30 AM

Board Room

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**INFORMATION FOR THE BENEFIT OF THE PUBLIC:**

**Public Notice:** Regular board meetings are held the first and third Wednesdays 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 Triniscia Griggs at (901) 528-4351 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.

**\*\*\*All MLGW Board Speaker Cards must be received by Security no later than 8:30 a.m. the day of the Board Meeting in order to speak to the Board.**

**CALL TO ORDER AND OPENING REMARKS:** **Chairman Pohlman**

**PLEDGE OF ALLEGIANCE:** **Chairman Pohlman**

**ROLL CALL:** **Rodney Cleek**

**APPROVALS:** **Chairman Pohlman**

Approve Minutes from the Meeting of February 18, 2026.

**CITY COUNCIL ACKNOWLEDGEMENTS & UPDATE:** **Rodney Cleek**

Acknowledge receipt of Certified Copies of City Council Resolutions dated February 24, 2026, Items 8 through 15 with Same Night Minutes approved for Item 15.

**PRESENTATIONS:**

(None)

**GENERAL STATEMENT(S) FROM THE PUBLIC:**

**CONSENT AGENDA**  
(Items 1 through 5)

**PRESIDENT & CEO**

(None)

**SVP, CHIEF OPERATING OFFICER**

(None)

**VP ELECTRIC ENGINEERING & OPERATIONS**

(None)

**VP WATER & GAS ENGINEERING & OPERATIONS**

1. Resolution awarding a twenty-four-month purchase order for fluorosilicic acid to Univar Solutions USA, LLC in the amount of \$810,000.00. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)
2. Resolution awarding a thirty-six-month purchase order for sodium hypochlorite to Hawkins, Inc. in the amount of \$4,592,000.00. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)
3. Resolution approving the ratification, increase, and renewal (Change No. 5) to Contract No. 12288, Gas Matrix Utility Landscaping with Enlightenment, Inc. dba APS Facility Maintenance, to ratify, increase, and renew the current contract in the funded amount of \$814,113.48. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)

**VP CFO & SECRETARY-TREASURER**

(None)

**VP & CIO**

(None)

**VP SHARED SERVICES**

4. Resolution awarding a purchase order for mini-digger derricks with trailers to Altec Industries Incorporated in the amount of \$580,192.00. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)
5. Resolution approving the Scope Expansion and Increase (Change No. 2) to Contract No. 12619 (formerly Contract No. C2585), UPS Preventative Maintenance with Electronic Power Systems, Inc. to expand the scope and increase the current contract in the funded amount of \$34,310.00. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)

**VP CUSTOMER EXPERIENCE & ENERGY SERVICES**

(None)

**VP CORPORATE COMMUNICATIONS**

(None)

**VP & GENERAL COUNSEL**

(None)

**VP & CPO PEOPLE SERVICES**

(None)

**PRESIDENT'S BRIEFING**

**Chairman Pohlman**

6. Review Consent Agenda - Doug McGowen

7. Other - Doug McGowen

**COMMITTEE REPORTS:**

**Chairman Pohlman**

(None)

**ADJOURNMENT**

**Chairman Pohlman**

## RESOLUTION SUMMARY

1. **Short Title Description** – Fluorosilicic Acid
2. **Requested Funding** – \$810,000.00
3. **Award Duration** – Twenty-Four-Months
4. **Type of Bid** – Sealed Bid
5. **Awarded To** – Univar Solutions USA, LLC
6. **Plain Language Description** – Fluorosilicic acid is a chemical additive utilized to fluoridate the drinking water provided by MLGW. The acid aids in maintaining ideal fluoride levels, as regulated by the Tennessee Department of Environment and Conservation.
  - 1,800 Tons – Fluorosilicic acid for water treatment
7. **Impact** – The acid is used in the water treatment process at MLGW's pumping stations.



**EXCERPT**  
from  
**MINUTES OF MEETING**  
of  
**BOARD OF LIGHT, GAS AND WATER COMMISSIONERS**  
**CITY OF MEMPHIS**  
held  
**March 4, 2026**

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The Manager of Procurement and Contracts recommends to the Board of Light, Gas and Water Commissioners that it awards a twenty-four-month purchase order for fluorosilicic acid to Univar Solutions USA, LLC in the amount of \$810,000.00.

Fluorosilicic acid is a chemical additive utilized to fluoridate the drinking water provided by MLGW. The acid aids in maintaining ideal fluoride levels, as regulated by the Tennessee Department of Environment and Conservation.

Bids were opened on December 10, 2025. Notice to Bidders was advertised. Eight bids were solicited, and three bids were received with the lowest and best complying bidder being the firm of Univar Solutions USA, LLC. This award complies with all applicable laws and policies.

The 2026 budgeted amount for Water Plant Supply – Water Operations is \$2,608,824.00; of which \$405,000.00 will be spent on this purchase in 2026; leaving a balance available of \$2,203,824.00 after award; of which \$405,000.00 will be spent in subsequent budget year; and

**NOW THEREFORE BE IT RESOLVED BY** the Board of Light, Gas and Water Commissioners:

**THAT**, subject to the consent and approval of the Council of the City of Memphis, awards a purchase order to Univar Solutions USA, LLC is approved for furnishing:

1,800 Tons approximately – Fluorosilicic acid for water treatment pumping stations;

Totaling \$810,000.00; f.o.b. Memphis, Tennessee, our dock; transportation prepaid; said prices being firm; the quantities are for estimation purposes only and does not create a commitment for MLGW to purchase any specific minimum or maximum quantity, with actual purchases to be made according to operational needs, not to exceed the approved total expenditure; delivery as needed, terms net 30 days.

## RESOLUTION

**WHEREAS**, the Board of Light, Gas and Water Commissioners in their meeting of March 4, 2026 approved a twenty-four-month purchase order for fluorosilicic acid and is now recommending to the Council of the City of Memphis that it approves said purchase; and

**WHEREAS**, fluorosilicic acid is a chemical additive utilized to fluoridate the drinking water provided by MLGW. The acid aids in maintaining ideal fluoride levels, as regulated by the Tennessee Department of Environment and Conservation; and

**WHEREAS**, bids were opened on December 10, 2025. Notice to Bidders was advertised. Eight bids were solicited, and three bids were received with the lowest and best complying bidder being the firm of Univar Solutions USA, LLC. This award complies with all applicable laws and policies; and

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Memphis that there be and is hereby approved a twenty-four-month purchase order for fluorosilicic acid from Univar Solutions USA, LLC in the amount of \$405,000.00 chargeable to the MLGW 2026 fiscal year budget and the remaining amount of \$405,000.00 chargeable to subsequent budget year as approved.

**BOARD RESOLUTION TRANSMITTAL**

Expenditure Org Executive: Chandrika Winston-Rosser  
 Procurement Contracts Specialist: A Ricka Jackson

Board Meeting Date: 3/4/2026  
 Requisition Number: 5148916  
 Purchase Commodity: Fluorosilicic Acid  
 Other (Non-Procurement Items): \_\_\_\_\_

<b>Responsible Group</b> (Requesting Area/ Contact Person) (Telephone number/email address)	Water Operations / Michael Wiseman / 901-721-6244 / mwiseman@mlgw.org	
<b>Scope:</b> Contract _____ Purchase <u>X</u> Other _____	A purchase order will be issued for twenty-four months to procure fluorosilicic acid.	
<b>Explanation of Action.</b> (Contract/Purchase invoice payments, land purchase, dues, other)	To purchase approximately 1,800 tons of fluorosilicic acid for the MLGW water system.	
<b>Where will the work take place?</b> (MLGW facility or jobsite, etc.)	The fluorosilicic acid will be used at various water treatment facilities throughout Shelby County, Tennessee.	
<b>Why the need exists?</b> (Contract/Purchase invoice payments, land purchase, dues, other)	Fluorosilicic acid is utilized to fluoridate MLGW's potable water system. The process is regulated by Tennessee Department of Environment and Conservation to ensure compliance with state water quality and safety standards.	
<b>Are there any anticipated vendor issues?</b> (If so, please explain)	No	
<b>Are there any contract services, labor or IBEW issues?</b> If yes, has cost comparison been provided to IBEW? Date Provided?	No	
<b>Is there a Budget deficit? If yes, please explain why. Identify in the Budget section below the area, charge code and amount which will absorb the shortfall.</b>	No	
<b>If applicable, how was the recommendation determined?</b> (Bid, RFQ or RFP) RFQ		

**BUDGET:**

	Total	In 2026 Budget Year	After Budget Year
Amount Requested	\$ 810,000.00	\$ 405,000.00	\$ 405,000.00
2026 Budget*	\$ 2,608,824.00		
Amount Spent Year-to-Date	\$ -		
2026 Budget Balance Available		\$ 2,608,824.00	
Budget Balance After Award		\$ 2,203,824.00	

\*Please indicate category (O&M or Capital).

O&M

Capital

Project Water Plant Supply R2024  
 Expenditure Organization 0570520 Water Operations  
 Expenditure Type Purchase Water Treatment Chemicals  
 Task Admin Expense

Comments:

Expenditure Type	Budget	Actual	Available
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
			\$ -

APPROVED:

*Ronda Croft*

Budget & Financial Planning

01.12.2026

Date

BID ON FLUOROSILICIC ACID							
FOR BOARD MEETING OF MARCH 4, 2026							
		BIDS OPENED ON DECEMBER 10, 2025					
		BASE UNIT: TON					
BIDDERS	ITEM QUANTITY	Line 1	Total	Local Bidding Preference	Local Bidding Presence	Terms	Delivery
	DESCRIPTION	900/Yr. Fluorosilicic Acid					
COMPLYING BIDDERS							
<b>Univar Solutions USA Inc.</b> Kent, WA	Year 1	\$450.00	\$810,000.00	N/A	N/A	Net 30	1 Week
	Year 2	\$450.00					
<b>Pencco Inc.</b> San Felipe, TX	Year 1	\$598.00	\$1,076,400.00	N/A	N/A	Net 30	1-2 Weeks
	Year 2	\$598.00					
<b>Harcros Chemicals Inc.</b> Memphis, TN	Year 1	\$633.00	\$1,196,370.00	N/A	\$1,136,551.50	Net 30	As Requested
	Year 2	\$696.30					
	*Up to 10% increase						
<b>RECOMMEND AWARD AS FOLLOWS: Univar Solutions USA Inc. ....</b>			<b>\$810,000.00</b>				



**MLGW**  
SERVING YOU IS  
WHAT WE DO

## Interdepartmental Memorandum

WATER ENGINEERING & OPERATIONS

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TO: A'Ricka Jackson

FROM: Jeremy Wiseman, Supervisor, Water Operations

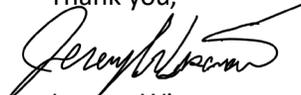
DATE: January 5, 2026

SUBJECT: Fluorosilicic Acid Award Recommendation (REQ 5148916)

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It is our recommendation to the Manager of Procurement and Contracts to proceed with the necessary requirements to award a two (2) year contract to Univar Solutions USA, LLC. to supply up to 1,800 tons of Fluorosilicic Acid to be used in MLGW's water treatment facilities, in full accordance with MLGW specifications at a price of \$450 per ton for year 1 and year 2. The total bid price shall not exceed \$810,000 for the two year period.

Thank you,



Jeremy Wiseman

c: Blake Hanks  
Aaron Smith

### AWARD RECOMMENDATION

To: Michael Jeremy Wiseman

From: **Procurement Contracts Specialist II:** A'Ricka Jackson

Date: 1/12/2026

Requisition #: 5148916 Bid on: Fluorosilicic Acid

Attached are bid(s) for items requisitioned by your department. Please complete the applicable portions of this form in order that proper presentation and recommendations may be made. Please return this form to the Procurement Specialist as soon as possible.

**1. PROCUREMENT COMMENTS:**

**2. RECOMMENDATION:**

A. Which bid(s) do you recommend? Univar Solutions USA, LLC

B. Does this meet specifications as per your request and/or as advertised? YES  NO

If No, is the variance considered: MINOR  or MAJOR

Explain:

C. Is the recommendation the lowest bid received? YES  NO

If no, list the bids that are low; but which you believe **DO NOT** meet specifications and list reasons why each does not meet specifications. Please attach a memo of explanation to this form, if necessary. If recommendation is based on local bidding preference or earliest delivery based on need, please include in your recommendation.

(attach an additional sheet if further comment or explanation is required)

PRINT NAME Michael Jeremy Wiseman  
Area Supervisor or designee

SIGNATURE A'Ricka Jackson  
Procurement Contracts Specialist II

SIGNATURE Michael Jeremy Wiseman

DATE 2/6/2026

DATE 1/12/2026

PHONE 901-320-3905

**3. PROCUREMENT ACTION/RECOMMENDATION(S):** (Purchasing to complete)

This award complies with all applicable laws and policies.

## RESOLUTION SUMMARY

1. **Short Title Description** – Sodium Hypochlorite
2. **Requested Funding** – \$4,592,000.00
3. **Award Duration** – Thirty-Six-Months
4. **Type of Bid** – Sealed Bid
5. **Awarded To** – Hawkins, Inc.
6. **Plain Language Description** – Sodium hypochlorite is added to the water to eliminate harmful bacteria and pathogens. This process is mandated and regulated by the Tennessee Department of Environment and Conservation to ensure compliance with state water quality standards.
  - 800,000 Gallons Annually - Bleach 10.5%-12.5%
7. **Impact** – The inclusion of sodium hypochlorite guarantees that the water is safe for Memphis residents to drink.



**EXCERPT**  
from  
**MINUTES OF MEETING**  
of  
**BOARD OF LIGHT, GAS AND WATER COMMISSIONERS**  
**CITY OF MEMPHIS**  
held  
**March 4, 2026**

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The Manager of Procurement and Contracts recommends to the Board of Light, Gas and Water Commissioners that it awards a thirty-six-month purchase order for sodium hypochlorite to Hawkins, Inc. in the amount of \$4,592,000.00.

Sodium hypochlorite is a disinfectant that kills harmful bacteria, viruses, and pathogens in drinking water. Additionally, it prevents recontamination during distribution, controls algae, and removes odors. The process is mandated by the Tennessee Department of Environment and Conservation to ensure compliance with state water quality and safety standards.

Bids were opened on December 10, 2025. Notice to Bidders was advertised. Seven bids were solicited, and two bids were received with the lowest and best complying bidder being the firm of Hawkins, Inc. This award complies with all applicable laws and policies.

The 2026 budgeted amount for Water Plant Supply – Water Operations is \$2,608,824.00; of which \$765,000.00 will be spent on this purchase in 2026; leaving a balance available of \$1,843,824.00 after award; of which \$3,827,000.00

will be spent in subsequent budget years as approved; and

**NOW THEREFORE BE IT RESOLVED BY** the Board of Light, Gas and Water Commissioners:

**THAT**, subject to the consent and approval of the Council of the City of Memphis, awards a purchase order to Hawkins, Inc. is approved for furnishing:

800,000 gallons annually - Approximately – Bleach 10.5%-12.5%;

Totaling \$4,592,000.00; f.o.b. Memphis, Tennessee, our dock; transportation prepaid; said prices subject to a 15% max increase for years two and three; the quantities are for estimation purposes only and does not create a commitment for MLGW to purchase any specific minimum or maximum quantity, with actual purchases to be made according to operational needs, not to exceed the approved total expenditure; delivery as requested, terms net 30 days.

## RESOLUTION

**WHEREAS**, the Board of Light, Gas and Water Commissioners in their meeting of March 4, 2026 approved a thirty-six-month purchase order for sodium hypochlorite and is now recommending to the Council of the City of Memphis that it approves said purchase; and

**WHEREAS**, sodium hypochlorite is a disinfectant that kills harmful bacteria, viruses, and pathogens in drinking water. Additionally, it prevents recontamination during distribution, controls algae, and removes odors. The process is mandated by the Tennessee Department of Environment and Conservation to ensure compliance with state water quality and safety standards; and

**WHEREAS**, bids were opened on December 10, 2025. Notice to Bidders was advertised. Seven bids were solicited, and two bids were received with the lowest and best complying bidder being the firm of Hawkins, Inc. This award complies with all applicable laws and policies; and

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Memphis that there be and is hereby approved a thirty-six-month purchase order for sodium hypochlorite from Hawkins, Inc. in the amount of \$765,000.00

chargeable to the MLGW 2026 fiscal year budget and the remaining amount of \$3,827,000.00 chargeable to subsequent budget years as approved.

**BOARD RESOLUTION TRANSMITTAL**

Expenditure Org Executive: Chandrika Winston-Rosser  
 Procurement Contracts Specialist: A'Ricka Jackson

Board Meeting Date: 3/4/2026  
 Requisition Number: 5148915  
 Purchase Commodity: Sodium Hypochlorite

Other (Non-Procurement Items): \_\_\_\_\_

<b>Responsible Group</b> (Requesting Area/ Contact Person) (Telephone number/email address)	Water Engineering and Operations / Michael Wiseman / 901-721-6244 / mwiseman@mlgw.org	
<b>Scope:</b> Contract _____ Purchase <u>X</u> Other _____	A purchase order will be awarded for thirty-six-months to procure approximately 800,000 gallons annually of sodium hypochlorite to treat the water at MLGW's water pumping stations.	
<b>Explanation of Action.</b> (Contract/Purchase invoice payments, land purchase, dues, other)	To purchase approximately 800,000 gallons annually of sodium hypochlorite.	
<b>Where will the work take place?</b> (MLGW facility or jobsite, etc.)	The sodium hypochlorite will be used at various water treatment facilities throughout Shelby County, Tennessee.	
<b>Why the need exists?</b> (Contract/Purchase invoice payments, land purchase, dues, other)	The sodium hypochlorite is utilized to disinfect bacteria from MLGW's potable water system. The process is mandated and regulated by the Tennessee Department of Environmental Conservation to ensure compliance with state water and safety standards.	
<b>Are there any anticipated vendor issues?</b> (If so, please explain)	No	
<b>Are there any contract services, labor or IBEW issues?</b> If yes, has cost comparison been provided to IBEW? Date Provided?	No	
<b>Is there a Budget deficit? If yes, please explain why. Identify in the Budget section below the area, charge code and amount which will absorb the shortfall.</b>	No	
<b>If applicable, how was the recommendation determined?</b> (Bid, RFQ or RFP) RFQ		

**BUDGET:**

	Total	In 2026 Budget Year	After Budget Year
Amount Requested	\$ 4,592,000.00	\$ 765,000.00	\$ 3,827,000.00
2026 Budget*	\$ 2,608,824.00		
Amount Spent Year-to-Date	\$ -		
2026 Budget Balance Available		\$ 2,608,824.00	
Budget Balance After Award		\$ 1,843,824.00	

\*Please indicate category (O&M or Capital).

O&M      **Project** Water Plant Supply R2024  
**Expenditure Organization** 0570520 Water Operations  
 Capital      **Expenditure Type** Purchase Wtr Treatmt Chemicals  
**Task** Admin Expense

Comments:

Expenditure Type	Budget	Actual	Available
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
			\$ -

APPROVED:

*Ronda Croft*

Budget & Financial Planning

01.12.2026

Date

BID ON SODIUM HYPOCHLORITE							
FOR BOARD MEETING OF MARCH 4, 2026		BIDS OPENED ON DECEMBER 10, 2025					
		BASE UNIT: GALLON					
		Line 1	Total	Local Bidding Preference	Local Bidding Presence	Terms	Delivery
BIDDERS	ITEM QUANTITY	800,000 Annually					
COMPLYING BIDDERS	DESCRIPTION	Bleach 10.5%-12.5%					
Hawkins, Inc. Roseville, MN	Year 1	\$1.65	\$1,320,000.00	N/A	N/A	Net 30	3 Days
	Year 2	\$1.90	\$1,520,000.00				
	Year 3	\$2.19	\$1,752,000.00				
Total price includes a 15% increase for Years 2 and 3			\$4,592,000.00				
Harcros Chemicals Inc. Memphis, TN	Year 1	\$2.06	\$1,648,000.00	N/A	N/A	Net 30	As Requested
	Year 2	\$2.27	\$1,812,800.00				
	Year 3	\$2.49	\$1,994,080.00				
Total price includes a 10% increase for Years 2 & 3			\$5,454,880.00				
<b>RECOMMEND AWARD AS FOLLOWS: Hawkins, Inc.....</b>			<b>\$4,592,000.00</b>				

**MLGW**SERVING YOU IS  
WHAT WE DO

## Interdepartmental Memorandum

WATER ENGINEERING & OPERATIONS

---

TO: A'Ricka Jackson

FROM: Jeremy Wiseman, Supervisor, Water Operations

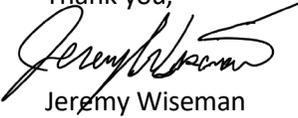
DATE: January 5, 2026

SUBJECT: Sodium Hypochlorite Award Recommendation (REQ 5148915)

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It is our recommendation to the Manager of Procurement and Contracts to proceed with the necessary requirements to award a Three (3) year contract to Hawkins Inc. to supply up to 800,000 gallons per year of Sodium Hypochlorite to be used in MLGW's water treatment facilities, in full accordance with MLGW specifications at a price of \$1.65 per gallon for year 1, a 15% max increase for year 2, and 15% max increase for year 3. Water Engineering and Operations will closely review all supporting documentation regarding increases for the additional years. The total bid price shall not exceed \$4,592,000 for the three-year period.

Thank you,

  
Jeremy Wiseman

c: Blake Hanks  
Aaron Smith



## INTERDEPARTMENTAL MEMORANDUM

**To:** Camela Mitchell,  
**From:** A'Ricka Jackson  
**Subject:** Sodium Hypochlorite 2026  
**Date:** 2.10.2026

Memphis Light, Gas and Water opened bids for Sodium Hypochlorite on December 10, 2025. Bids were sent to seven (7) suppliers as well as posted on MLGW's Online Bid Notification System and advertised in The Daily Newspaper. However, MLGW only received two (2) bid responses to this solicitation, being the firms of Hawkins Inc. and Harcros Chemicals Inc.

I was able to obtain feedback from two (2) of the five suppliers that did not submit a response to the solicitation. Below is the feedback that I received:

Brenntag Mid-South Inc., : Sales Representative, Sara Terry

*Brenntag Mid-South Inc was unable to submit the quote in the allotted time due to technical issues.*

Penco Incorporated Sales Representative, Sarah Duffy

*Sorry, we are unable to fulfill the request*

Regards,

*A'Ricka Jackson*

A'Ricka Jackson  
Procurement Contracts Specialist 2

### AWARD RECOMMENDATION

To: Michael Jeremy Wiseman

From: **Procurement Contracts Specialist II:** A'Ricka Jackson

Date: 1/12/2026

Requisition #: 5148915 Bid on: Sodium Hypochlorite

Attached are bid(s) for items requisitioned by your department. Please complete the applicable portions of this form in order that proper presentation and recommendations may be made. Please return this form to the Procurement Specialist as soon as possible.

**1. PROCUREMENT COMMENTS:**

**2. RECOMMENDATION:**

A. Which bid(s) do you recommend? Hawkins, Inc.

B. Does this meet specifications as per your request and/or as advertised? YES  NO

If No, is the variance considered: MINOR  or MAJOR

Explain:

C. Is the recommendation the lowest bid received? YES  NO

If no, list the bids that are low; but which you believe **DO NOT** meet specifications and list reasons why each does not meet specifications. Please attach a memo of explanation to this form, if necessary. If recommendation is based on local bidding preference or earliest delivery based on need, please include in your recommendation.

(attach an additional sheet if further comment or explanation is required)

PRINT NAME Michael Jeremy Wiseman  
Area Supervisor or designee

SIGNATURE A'Ricka Jackson  
Procurement Contracts Specialist II

SIGNATURE Michael Jeremy Wiseman

DATE 2/10/2026

DATE 1/12/2026 PHONE 901-320-3905

**3. PROCUREMENT ACTION/RECOMMENDATION(S):** (Purchasing to complete)

This award complies with all applicable laws and policies.

**RESOLUTION SUMMARY**

- 1. Short title description – Contract No. 12288 – Gas Matrix Utility Landscaping**
- 2. Funded Amount - \$814,113.48**
- 3. Award Duration – Ratification, Increase, and fourth and final renewal (February 14, 2026 through February 13, 2027)**
- 4. Type of Bid – Sealed Bid**
- 5. Awarded to – Enlightenment, Inc. dba APS Facility Maintenance**
- 6. Plain Language Description – This contract is to supply supplemental landscaping services to MLGW’s Gas Construction and Maintenance crews as required to restore areas disturbed by underground gas utility construction.**
- 7. Impact – This contract provides professional landscaping services that cannot be achieved using MLGW construction crews. An absence of this contract leads to customer frustration, customer complaints and property restoration claims against MLGW.**

**EXCERPT**  
from  
**MINUTES OF MEETING**  
of  
**BOARD OF LIGHT, GAS AND WATER COMMISSIONERS**  
**CITY OF MEMPHIS**  
held  
**March 4, 2026**

---

The Manager of Procurement and Contracts recommends to the Board of Light, Gas and Water Commissioners the approval of the Ratification, Increase, and Renewal (*Change No. 5*) to Contract No. 12288, Gas Matrix Utility Landscaping with Enlightenment, Inc. dba APS Facility Maintenance, to ratify, increase, and renew the current contract in the funded amount of \$814,113.48.

The project scope is to supply supplemental landscaping services to MLGW's Gas Construction and Maintenance crews as required to restore areas disturbed by underground gas utility construction. This includes pumping water and back-filling excavations, performing finish grading, sodding, or seeding to match the existing landscape, removing sod and brush from gas meter locations, as well as removal and installation of ornamental bushes and small trees. The contract award was based on the lowest and best bid using the Sealed Bid process.

This change is to ratify, increase, and renew the current contract for the fourth and final annual renewal term for the period covering February 14, 2026 through February 13, 2027 in the amount of \$814,113.48 which reflects a 3% increase in rates from the previous term due to an increase in supply and labor costs. This ratification, increase, and renewal complies with all applicable laws and policies. The new contract value is \$2,687,270.77.

NOW THEREFORE BE IT RESOLVED BY the Board of Light, Gas and Water Commissioners:

THAT, Subject to the consent and approval of the Council of the City of Memphis, the approval of the Ratification, Increase, and Renewal (*Change No. 5*) to Contract No. 12288, Gas Matrix Utility Landscaping with Enlightenment, Inc. dba APS Facility Maintenance to ratify, increase, and renew the current contract in the funded amount of \$814,113.48, as outlined in the above preamble, is approved; and further,

THAT, the President, or his designated representative is authorized to execute the Ratification, Increase, and Renewal.

## RESOLUTION

WHEREAS, the Board of Light, Gas and Water Commissioners in their meeting of March 4, 2026 approved the Ratification, Increase, and Renewal (*Change No. 5*) to Contract No. 12288, Gas Matrix Utility Landscaping with Enlightenment, Inc. dba APS Facility Maintenance, to ratify, increase, and renew the current contract in the funded amount of \$814,113.48, and is now recommending to the Council of the City of Memphis that it approves said ratification, increase, and renewal as approved; and

WHEREAS, the project scope is to supply supplemental landscaping services to MLGW's Gas Construction and Maintenance crews as required to restore areas disturbed by underground gas utility construction. This includes pumping water and back-filling excavations, performing finish grading, sodding, or seeding to match the existing landscape, removing sod and brush from gas meter locations, as well as removal and installation of ornamental bushes and small trees. The contract award was based on the lowest and best bid using the Sealed Bid process; and

WHEREAS, this change is to ratify, increase, and renew the current contract for the fourth and final annual renewal term for the period covering February 14, 2026 through February 13, 2027 in the amount of \$814,113.48 which reflects a 3% increase in rates from the previous term due to an increase in supply and labor costs. This ratification, increase, and renewal complies with all applicable laws and policies. The new contract value is \$2,687,270.77; and

NOW THEREFORE BE IT RESOLVED BY THE Council of the City of Memphis, that there be and is hereby approved the Ratification, Increase, and Renewal (*Change No. 5*) to Contract No. 12288, Gas Matrix Utility Landscaping with Enlightenment, Inc. dba APS Facility Maintenance, to ratify, increase, and renew the current contract in the funded amount of \$814,113.48 as approved.

CONTRACT CHANGE FORM

MEMPHIS LIGHT, GAS AND WATER DIVISION  
CITY OF MEMPHIS  
CONTRACT NUMBER 12288

CONTRACT CHANGE NO. 5  
DATE OF CHANGE MARCH 4, 2026  
SHEET 1 OF 2

TO: LORENZO MYRICK  
ENLIGHTENMENT, INC. DBA APS FACILITY MAINTENANCE  
3220 SHELBY DRIVE  
MEMPHIS, TN 38118

YOU ARE ADVISED THAT THE MEMPHIS LIGHT, GAS AND WATER DIVISION, CITY OF MEMPHIS, MEMPHIS, TENNESSEE HEREBY AUTHORIZES THE FOLLOWING CHANGE IN REGARD TO THE ABOVE CONTRACT NUMBER. THE CONTRACTOR AGREES TO BE BOUND BY ALL OF THE TERMS AND CONDITIONS OF SAID CONTRACT AND PREVIOUS CHANGES.

THE PROJECT SCOPE IS TO SUPPLY SUPPLEMENTAL LANDSCAPING SERVICES TO MLGW'S GAS CONSTRUCTION AND MAINTENANCE CREWS AS REQUIRED TO RESTORE AREAS DISTURBED BY UNDERGROUND GAS UTILITY CONSTRUCTION. THIS INCLUDES PUMPING WATER AND BACK-FILLING EXCAVATIONS, PERFORMING FINISH GRADING, SODDING, OR SEEDING TO MATCH THE EXISTING LANDSCAPE, REMOVING SOD AND BRUSH FROM GAS METER LOCATIONS, AS WELL AS REMOVAL AND INSTALLATION OF ORNAMENTAL BUSHES AND SMALL TREES. THE CONTRACT AWARD WAS BASED ON THE LOWEST AND BEST BID USING THE SEALED BID PROCESS.

THIS CHANGE IS TO RATIFY, INCREASE, AND RENEW THE CURRENT CONTRACT FOR THE FOURTH AND FINAL ANNUAL RENEWAL TERM FOR THE PERIOD COVERING FEBRUARY 14, 2026 THROUGH FEBRUARY 13, 2027 IN THE AMOUNT OF \$814,113.48 WHICH REFLECTS A 3% INCREASE IN RATES FROM THE PREVIOUS TERM DUE TO AN INCREASE IN SUPPLY AND LABOR COSTS. THIS RATIFICATION, INCREASE, AND RENEWAL COMPLIES WITH ALL APPLICABLE LAWS AND POLICIES. THE NEW CONTRACT VALUE IS \$2,687,270.77.

CHANGE IN CONTRACT PRICE:

Contract Amount	\$ 1,873,157.29
Change Amount	\$ <u>814,113.48</u> – <u>Ratification, Increase, and Renewal (Change No. 5)</u>
Total Contract Amount	\$ 2,687,270.77

APPROVED BY THE BOARD OF LIGHT, GAS AND WATER COMMISSIONERS

\_\_\_\_\_  
APPROVED BY THE PRESIDENT

\_\_\_\_\_  
DATE

**BOARD RESOLUTION TRANSMITTAL**

Expenditure Org Executive: Chandrika Winston-Rosser  
 Procurement Contracts Specialist: TaShay Yates/Shelby Collins

Board Meeting Date: 3/4/2026  
 Contract Number: 12288  
 Purchase Commodity: \_\_\_\_\_  
 Other (Non-Procurement Items): \_\_\_\_\_

<b>Responsible Group</b> (Requesting Area/ Contact Person) (Telephone number/email address)	Gas Construction and Maintenance - 0570211 - Bryan Smeltser - 901-320-1573 - rsmeltser@mlgw.org	
<b>Scope:</b> Contract <input checked="" type="checkbox"/> Purchase _____ Other _____	The project scope is to supply supplemental landscaping services to MLGW's Gas Construction and Maintenance crews as required to restore areas disturbed by underground gas utility construction. This includes pumping water and back-filling excavations, performing finish grading, sodding, or seeding to match the existing landscape, removing sod and brush from gas meter locations, as well as removal and installation of ornamental bushes and small trees.	
<b>Explanation of Action.</b> (Contract/Purchase invoice payments, land purchase, dues, other)	This change is to ratify, increase, and renew the current contract for the fourth and final annual renewal term for the period covering February 14, 2026 through February 13, 2027.	
<b>Where will the work take place?</b> (MLGW facility or jobsite, etc.)	The work will take place throughout Memphis and Shelby County, Tennessee.	
<b>Why the need exists?</b> (Contract/Purchase invoice payments, land purchase, dues, other)	The need exists to supply supplemental landscaping services to MLGW's Gas Construction and Maintenance crews.	
<b>Are there any anticipated vendor issues?</b> (If so, please explain)	No	
<b>Are there any contract services, labor or IBEW issues?</b> If yes, has cost comparison been provided to IBEW? Date Provided?	No	
<b>Is there a Budget deficit? If yes, please explain why. Identify in the Budget section below the area, charge code and amount which will absorb the shortfall.</b>	No	
<b>If applicable, how was the recommendation determined?</b> (Bid or RFP) <b>Sealed Bid</b>		

**BUDGET:**

	Total	In 2026 Budget Year	After Budget Year
Amount Requested	\$ 814,113.48	\$ 675,714.19	\$ 138,399.29
2026 Budget*	\$ 6,575,004.00		
Amount Spent Year-to-Date	\$ 185,521.84		
2026 Budget Balance Available		\$ 6,389,482.16	
Budget Balance After Award		\$ 5,713,767.97	

\*Please indicate category (O&M or Capital).

- O&M
- Capital
- Project** Gas Transmsn Svc R2024
- Expenditure Organization** 0570211 Gas Transmission
- Expenditure Type** Contracted Svc-Other
- Task** Admin Expense

Comments:

Expenditure Type	Budget	Actual	Available
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
			\$ -

APPROVED:

*Ronda Croft*

Budget & Financial Planning

02.11.2026

Date



01/08/2026

Contract# 12288 [Gas Matric Utility Landscaping]  
Intent To Renew: Fourth Renewal Period Term: 02/14/26-02/13/2027

To Whom it may concern:

APS-Facility Maintenance will renew contract for another year with request of 3% increase. price. Reasons are due to supply and labor increase. Thank you

Feel free to reach out if you have any questions.

Thank you.

Sincerely

Lorenzo Myrick  
President

ACCEPTED :

① *Craig P...* 1/8/2026  
MLGW MANAGER  
C&M GAS

② Signed by: 1/8/2026  
*Brian Thronberry*  
09C41F223D7B4F1...

Signed by: 1/9/2026  
*Richard Smeltzer*  
9631FE2FCA064CB...

APS-Facility Maintenance\*3220 East Shelby Dr. Memphis TN 38118\*901-797-8988\*901-797-9881

**Contractor:** Enlightenment, Inc. dba APS Facility Maintenance  
**3/4/2026**

**Contract Number: 12288**

	<b>Actions</b>	<b>Date</b>	<b>Amount</b>
<b>Original Award</b>	<b>Award</b>	<b>8/4/2021</b>	<b>\$398,448.00</b>
Renewal (Change Order No. 1)	This change was to renew the current contract for the first of four (4) annual renewal terms for the period covering February 14, 2023 through February 13, 2024 in the funded amount of \$398,448.00, with no increase in rates from the initial award.	12/21/2022	\$398,448.00
Renewal (Change Order No. 2)	This change was to renew the current contract for the second of four (4) annual renewal terms for the period covering February 14, 2024 through February 13, 2025 in the funded amount of \$398,448.00, with no increase in rates from the previous term.	12/6/2023	\$398,448.00
Ratification, Increase, and Renewal (Change Order No. 3)	This change was to ratify and renew the current contract for the third of four (4) annual renewal terms for the period covering February 14, 2025 through February 13, 2026 in the amount of \$410,401.44, which reflected a 3% increase in rates from the previous term due to an increase in supply and labor costs.	2/5/2025	\$410,401.44

Increase (Change Order No. 4)	This change was to increase the contract value in the amount of \$267,411.85 to cover unplanned emergency projects, more intensive yard repairs associated with Steel Tap Replacement Projects and a larger scope for restoration tickets. The total requested amount of this change was \$267,411.85. The term of the contract remained February 14, 2025 through February 13, 2026.	9/17/2025	\$267,411.85
Current Contract Amount			\$1,873,157.29
Amount Paid to Date as of 02.16.2026			\$1,784,247.15
Current Contract Balance			\$88,910.14
<i>Ratification and Renewal (Change Order No. 5)</i>	<i>This change is to ratify, increase, and renew the current contract for the fourth and final annual renewal term for the period covering February 14, 2026 through February 13, 2027 in the amount of \$814,113.48 which reflects a 3% increase in rates from the previous term due to an increase in supply and labor costs.</i>	<i>3/4/2026</i>	<i>\$814,113.48</i>
<i>Available Balance</i>			<i>\$903,023.62</i>
<i>Cumulative Contract Value</i>			<i>\$2,687,270.77</i>
<b>Note: MLGW's Gas Construction and Maintenance Department will utilize the current contract balance to pay for invoices throughout the renewal term.</b>			

## RESOLUTION SUMMARY

1. **Short Title Description** – Mini-Digger Derricks with Trailers
2. **Requested Funding** – \$580,192.00
3. **Award Duration** – One-Time Purchase
4. **Type of Bid** – Utilizing Sourcewell Contract Number 110421-ALT
5. **Awarded To** – Altec Industries Incorporated
6. **Plain Language Description** – Division crews will use mini-digger derricks equipped with trailers to lift and position utility poles and transformers in hard-to-access areas, such as residential backyards.
  - 2 – Latest model self-propelled mini-derrick with hydraulic auger and a maximum lift capacity of at least 6,000 pounds.
7. **Impact** – The mini-digger derricks with trailers will replace older equipment based on factors such as age, operational usage, and repair costs.



**EXCERPT**  
from  
**MINUTES OF MEETING**  
of  
**BOARD OF LIGHT, GAS AND WATER COMMISSIONERS**  
**CITY OF MEMPHIS**  
held  
**March 4, 2026**

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The Manager of Procurement and Contracts recommends to the Board of Light, Gas and Water Commissioners that it awards a purchase order for mini-digger derricks with trailers to Altec Industries Incorporated in the amount of \$580,192.00.

Division crews will use mini-digger derricks equipped with trailers to lift and position utility poles and transformers in hard-to-access areas, such as residential backyards. The trucks will replace existing equipment that will be retired from service based on age, operational usage, and repair costs.

A bid was opened on January 22, 2026. In accordance with Tennessee Code Annotated §12-3-1205, Cooperative Purchasing Agreements; MLGW is allowed to make purchases through cooperative purchasing agreements for the procurement of any goods, supplies, or equipment with one or more other governmental entities outside of this state to the extent the laws of the other state permit the joint purchasing authority. Sourcewell contract number 110421-ALT will be utilized to procure mini-digger derricks with trailers. This award complies

with all applicable laws and policies.

The 2026 budgeted amount for Transportation – Vehicle Acquisition and Training is \$3,619,000.00; the amount spent year-to-date is \$911.94; leaving a balance available of \$3,618,088.06; of which \$580,192.00 will be spent in subsequent budget years as approved; and

**NOW THEREFORE BE IT RESOLVED BY** the Board of Light, Gas and Water Commissioners:

**THAT**, subject to the consent and approval of the Council of the City of Memphis, awards a purchase order to Altec Industries Incorporated is approved for furnishing:

2 – Latest model self-propelled mini-derrick with hydraulic auger and a maximum lift capacity of at least 6,000 pounds with a tandem axle flatbed having at least 24,000 -pounds GVW rating, all in accordance with Division Specification Number TMD-26-0578.

Totaling \$580,192.00; f.o.b. Memphis, Tennessee, our dock; transportation prepaid; said price being firm; the quantity is for estimation purposes only and does not create a commitment for MLGW to purchase any specific minimum or maximum quantity, with actual purchases to be made according to operational needs, not to exceed the approved total expenditure; delivery in 89 weeks, terms net 30 days.

## RESOLUTION

**WHEREAS**, the Board of Light, Gas and Water Commissioners in their meeting of March 4, 2026 approved the purchase of mini-digger derrick trucks with trailers and is now recommending to the Council of the City of Memphis that it approves said purchase; and

**WHEREAS**, division crews will use mini-digger derrick trucks equipped with trailers to lift and position utility poles and transformers in hard-to-access areas, such as residential backyards. The trucks will replace existing equipment that will be retired from service based on age, operational usage, and repair costs; and

**WHEREAS**, a bid was opened on January 22, 2026. In accordance with Tennessee Code Annotated §12-3-1205, Cooperative Purchasing Agreements; MLGW is allowed to make purchases through cooperative purchasing agreements for the procurement of any goods, supplies, or equipment with one or more other governmental entities outside of this state to the extent the laws of the other state permit the joint purchasing authority. Sourcewell contract number 110421-ALT will be utilized to procure mini-digger derricks with trailers. This award complies with all applicable laws and policies; and

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Memphis that there be and is hereby approved the purchase of mini-digger derrick trucks with trailers from Altec Industries Incorporated in the amount of \$580,192.00 chargeable to subsequent budget years as approved.

### BOARD RESOLUTION TRANSMITTAL

Expenditure Org Executive: Von Goodloe  
 Procurement Contracts Specialist: Donna Adams

Board Meeting Date: 3/4/2026  
 Requisition Number (s): 5151123  
 Purchase Commodity: Mini-Digger Derricks with Trailers  
 Other (Non-Procurement Items): \_\_\_\_\_

<b>Responsible Group</b> <small>(Requesting Area/ Contact Person) (Telephone number/email address)</small>	Transportation and Fleet Services Area No. 364210 / Caleb Crowder / 901-320-1473 / ccrowder@mlgw.org
<b>Scope:</b> Contract _____ Purchase <u>X</u> Other _____	A purchase order will be issued to procure mini-digger derricks with trailers.
<b>Explanation of Action.</b> <small>(Contract/Purchase invoice payments, land purchase, dues, other)</small>	To purchase two mini-digger derricks with trailers.
<b>Where will the work take place?</b> <small>(MLGW facility or jobsite, etc.)</small>	Division vehicles / equipment used by crews to complete work in and around Shelby County, Tennessee.
<b>Why the need exists?</b> <small>(Contract/Purchase invoice payments, land purchase, dues, other)</small>	To purchase approved budget items to maintain the electric system by replacing utility poles and transformers. Replacements are evaluated based on age, operational usage, and frequency of repairs.
<b>Are there any anticipated vendor issues?</b> <small>(If so, please explain)</small>	No
<b>Are there any contract services, labor or IBEW issues?</b> <small>If yes, has cost comparison been provided to IBEW? Date Provided?</small>	No
<b>Is there a Budget deficit? If yes, please explain why. Identify in the Budget section below the area, charge code and amount which will absorb the shortfall.</b>	No
<b>If applicable, how was the recommendation determined?</b> <small>(Bid, RFQ, or RFP) RFQ</small>	

**BUDGET:**

Amount Requested

	Total	In 2026 Budget Year	After Budget Year
\$	580,192.00	\$ -	\$ 580,192.00
2026 Budget*	\$ 3,619,000.00		
Amount Spent Year-to-Date	\$ 911.94		
2026 Budget Balance Available		\$ 3,618,088.06	
Budget Balance After Award		\$ 3,618,088.06	

\*Please indicate category (O&M or Capital).

O&M

Capital

Project: CA-Transportation  
 Expenditure Organization: 0364210 Vehicle Acquisition and Training  
 Expenditure Type: Pwr-Power Operated Equipment  
 Task: CA-Elec Power Oper Eqt \$580,192.00

Comments:

Expenditure Type	Budget	Actual	Available
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
			\$ -

APPROVED:

*Ronda Croft*

Budget & Financial Planning

1.30.2026

Date

<b>BID ON MINI DIGGER DERRICK WITH TRAILER</b>							
FOR BOARD MEETING OF MARCH 4, 2026		BIDS OPENED ON JANUARY 22, 2026					
		BASE UNIT: EACH					
		Line 1	Total	Local Bidding Preference	Local Bidding Presence	Terms	Delivery
BIDDERS	ITEM QUANTITY						
COMPLYING BIDDERS	DESCRIPTION	MINI DIGGER DERRICK, W/TRAILER					
<b>Altec Industries Incorporated</b>		\$290,096.00	\$580,192.00	N/A	N/A	Net 30	102 Weeks
Mount Airy, NC							
<b>RECOMMEND AWARD AS FOLLOWS: Altec Industries, Inc.....</b>			<b>\$580,192.00</b>				

MEMPHIS LIGHT, GAS AND WATER DIVISION  
INTERDEPARTMENTAL COMMUNICATION



**TO:** Donna Adams  
**FROM:** Caleb Crowder  
**DATE:** January 26, 2026  
**SUBJECT:** Mini Digger Derrick with Trailer Recommendation

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**REQ #5151123 RFQ #1801289**

**SPECIFICATION NO. TMD-26-0578 – Total Cost: \$580,192.00**

**Two (2)** latest model self-propelled mini-derrick with hydraulic auger and a maximum lift capacity of at least 6,000 pounds with a tandem axle flatbed trailer having at least 24,000 pound GVW rating, all in accordance with Division Specification No. TMD-26-0578.

We will utilize Sourcewell Contract #110421-ALT for purchase. Altec Industries Incorporated will supply an Altec DB41B mini digger derrick with trailer at a price of \$290,096.00 each (Total Cost \$580,192.00). This bid meets all specifications.

After careful review of this bid, the Transportation Department recommends awarding Altec Industries Incorporated the purchase order for \$580,192.00.

Caleb Crowder  
Vehicle Acquisition and Training Supervisor  
Transportation and Fleet Services  
Memphis Light, Gas and Water Division

### AWARD RECOMMENDATION

To: Caleb Crowder

From: **Procurement Contracts Specialist II:** Donna Adams

Date: 1/28/2026

Requisition #: 5151123

Bid on: Mini-Digger Derricks with Trailers

Attached are bid(s) for items requisitioned by your department. Please complete the applicable portions of this form in order that proper presentation and recommendations may be made. Please return this form to the Procurement Specialist as soon as possible.

**1. PROCUREMENT COMMENTS:**

**2. RECOMMENDATION:**

A. Which bid(s) do you recommend? Please see attached Recommendation Letter.

B. Does this meet specifications as per your request and/or as advertised? YES  NO

If No, is the variance considered: MINOR  or MAJOR

Explain: Please see attached Recommendation Letter.

C. Is the recommendation the lowest bid received? YES  NO

If no, list the bids that are low; but which you believe **DO NOT** meet specifications and list reasons why each does not meet specifications. Please attach a memo of explanation to this form, if necessary. If recommendation is based on local bidding preference or earliest delivery based on need, please include in your recommendation.

(attach an additional sheet if further comment or explanation is required)

PRINT NAME Caleb Crowder  
Area Supervisor or designee

SIGNATURE Donna Adams  
Procurement Contracts Specialist II

SIGNATURE Caleb Crowder

DATE 2/2/2026

DATE 1/28/2026

PHONE 901-320-1473

**3. PROCUREMENT ACTION/RECOMMENDATION(S):** (Purchasing to complete)

This award complies with all applicable laws and policies.

**RESOLUTION SUMMARY**

- 1. Short title description – Contract No. 12619 (formerly Contract No. C2585) - UPS/PDU Preventative Maintenance**
- 2. Requested Funding - \$34,310.00 (\$14,310.00 plus \$20,000.00 In contingency)**
- 3. Award Duration – Scope Expansion and Increase (March 6, 2023 through March 5, 2028)**
- 4. Type of Bid – Single Source**
- 5. Awarded to – Electronic Power Systems, Inc.**
- 6. Plain Language Description – This contract is for preventative maintenance on MLGW uninterrupted power supply system and battery replacements at various facilities. This scope expansion is to add the new property at 7135 Goodlett Farms.**
- 7. Impact – The need exists to ensure reliability of our uninterruptable power supply equipment which is critical for the MLGW infrastructure.**

**EXCERPT**  
from  
**MINUTES OF MEETING**  
of  
**BOARD OF LIGHT, GAS AND WATER COMMISSIONERS**  
**CITY OF MEMPHIS**  
held  
**March 4, 2026**

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The Manager of Procurement and Contracts recommends to the Board of Light, Gas and Water Commissioners the approval of the Scope Expansion and Increase (*Change No. 2*) to Contract No. 12619 (*formerly Contract No. C2585*), UPS Preventative Maintenance with Electronic Power Systems, Inc. to expand the scope and increase the current contract in the funded amount of \$34,310.00.

The project scope is for the Contractor to furnish supervision, labor, transportation, equipment and material to provide 24/7, 365 days preventative maintenance, emergency service, parts and labor coverage for uninterruptable power supplies and related services on the 80KW UPS and 225KW UPS's at MLGW Administration Building located 220 South Main Street, Memphis, Tennessee 38103. The contract award was selected using the Single Source process.

This change is to expand the scope and increase the current contract in the amount of \$14,310.00 by adding preventative maintenance services to MLGW's new facility located at 7135 Goodlett Farms Parkway. MLGW is also requesting contingency funds in the amount of \$20,000.00 to cover preventative maintenance on Uninterruptable Power Supply (UPS) and Power Distribution Unit (/PDU) systems, batteries, and any unforeseen issues that may arise. The term of the contract will remain through March 5, 2028. The total funded amount of this change is \$34,310.00. This single source scope expansion and increase complies with all applicable laws and policies. The new contract value is \$303,002.00.

NOW THEREFORE BE IT RESOLVED BY the Board of Light, Gas and Water Commissioners:

THAT, the approval of the Scope Expansion (*Change No. 2*) to Contract No. 12619 (*formerly Contract No. C2585*), UPS Preventative Maintenance with Electronic Power Systems, Inc. to change the current contract in the funded amount of \$34,310.00, as outlined in the foregoing preamble, is approved and further,

THAT, the President, or his designated representative is authorized to execute the Scope Expansion and Increase.

## RESOLUTION

WHEREAS, the Board of Light, Gas and Water Commissioners in their meeting of March 4, 2026 approved the Scope Expansion and Increase (*Change No. 2*) to Contract No. 12619 (*formerly Contract No. C2585*), UPS Preventative Maintenance with Electronic Power Systems, Inc. to expand the scope of the current contract in the funded amount of \$34,310.00 and is now recommending to the Council of the City of Memphis that it approves said scope expansion and increase as approved; and

WHEREAS, the project scope is for the Contractor to furnish supervision, labor, transportation, equipment and material to provide 24/7, 365 days preventive maintenance, emergency service, parts and labor coverage for uninterruptable power supplies and related services on the 80KW UPS and 225KW UPS's at MLGW Administration Building located 220 South Main Street, Memphis, Tennessee 38103. The contract award was selected using the Single Source process; and

WHEREAS, this change is to expand the scope and increase the current contract in the amount of \$14,310.00 by adding preventative maintenance services to MLGW's new facility located at 7135 Goodlett Farms Parkway. MLGW is also requesting contingency funds in the amount of \$20,000.00 to cover preventative maintenance on Uninterruptable Power Supply (UPS) and Power Distribution Unit (/PDU) systems, batteries, and any unforeseen issues that may arise. The term of the contract will remain through March 5, 2028. The total funded amount of this change is \$34,310.00. This single source scope expansion and increase complies with all applicable laws and policies. The new contract value is \$303,002.00; and

NOW THEREFORE BE IT RESOLVED BY THE Council of the City of Memphis, that there be and is hereby approved the Scope Expansion and Increase (*Change No. 2*) to Contract No. 12619 (*formerly Contract No. C2585*), UPS Preventative Maintenance with Electronic Power Systems, Inc. to expand the scope and increase the current contract in the funded amount of \$34,310.00 as approved.

BOARD RESOLUTION TRANSMITTAL

Board Meeting Date: 3/4/2026

12619 (formerly Contract

No. C2585)

Expenditure Org Executive: Dr. Von Goodloe

Procurement Contracts Specialist: TaShay Yates/Von Griffin

Contract Number: \_\_\_\_\_

Purchase Commodity: \_\_\_\_\_

Other (Non-Procurement Items): \_\_\_\_\_

<b>Responsible Group</b> (Requesting Area/ Contact Person) (Telephone number/email address)	Building Construction and Maintenance, Eric Conway, 901-590-5133, econway@mlgw.org	
<b>Scope:</b> Contract <input checked="" type="checkbox"/> Purchase _____ Other _____	The project scope is for the Contractor to furnish supervision, labor, transportation, equipment and material to provide 24/7, 365 days preventative maintenance, emergency service, parts and labor coverage for uninterruptable power supplies and related services on the 80KW UPS and 225KW UPS's at MLGW's Administration Building located 220 South Main Street, Memphis, Tennessee 38103.	
<b>Explanation of Action.</b> (Contract/Purchase invoice payments, land purchase, dues, other)	This change is to expand the scope and increase the current contract by adding preventative maintenance services for the newly acquired facility located at 7135 Goodlett Farms Parkway and to add contingency funds to the contract. The contract will remain through March 5, 2028.	
<b>Where will the work take place?</b> (MLGW facility or jobsite, etc.)	The work will take place at Electric Operations at 2425 Covington Pike, Memphis, TN 38128, Netters Building at 1665 Whitten Rd., Memphis, TN 38134, the Administration Building at 220 S. Main St., Memphis, TN 38103, and 7135 Goodlett Farms Parkway.	
<b>Why the need exists?</b> (Contract/Purchase invoice payments, land purchase, dues, other)	The need exists to ensure reliability of our Uninterruptable Power Supply (UPS) equipment which is critical for MLGW infrastructure.	
<b>Are there any anticipated vendor issues?</b> (If so, please explain)	No	
<b>Are there any contract services, labor or IBEW issues?</b> If yes, has cost comparison been provided to IBEW? Date Provided?	No	
<b>Is there a Budget deficit? If yes, please explain why. Identify in the Budget section below the area, charge code and amount which will absorb the shortfall.</b>	No	
<b>If applicable, how was the recommendation determined?</b> (Bid or RFP) <b>Single Source</b>		

**BUDGET:**

Amount Requested

	Total	In 2026 Budget Year	After Budget Year
\$	34,310.00	\$ 34,310.00	\$ -
2026 Budget*			
\$	273,475.00		
Amount Spent Year-to-Date			
\$	91,080.55		
2026 Budget Balance Available		\$ 182,394.45	
Budget Balance After Award		\$ 148,084.45	

\*Please indicate category (O&M or Capital).

O&M

Capital

Project: Bldg Const Maint R2024  
 Expenditure Organization: 0363210 Building Construction and Maintenance  
 Expenditure Type: Contracted Svc-Other  
 Task: Admin Expense

Comments:

Expenditure Type	Budget	Actual	Available
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
			\$ -

APPROVED:

Ronda Croft

Budget & Financial Planning

02.16.2026

Date

**Contractor:** Electronic Power Systems, Inc.  
**3/4/2026**  
**Contract Number: 12619 (formerly**  
**Contract No. C2585 )**

	<b>Actions</b>	<b>Date</b>	<b>Amount</b>
	Original Award 03.06.23		<b>\$139,180.00</b>
Scope Expansion and Increase (Change Order No. 1)	This change was to align Contract No. 12216 and 12117 with Electronic Power Systems, Inc. into one contract with Contract No. 12619 (formerly Contract No. C2585) with the contract term remaining March 6, 2023 through March 5, 2028. These are single-source contracts with the scope of work and rates remaining the same throughout the consolidated term period. The initial contract expiration for Contract No. 12216 was July 2, 2026 and Contract No. 12217 July 31, 2025. In addition, MLGW Building Construction and Maintenance Department is requesting contingency funds in the amount of \$60,000.00 for battery replacements that happen periodically. MLGW is also requesting to expand the scope of the current contract by adding the following locations: 1) Electric Operations at 2425 Covington Pike, Memphis, TN 38128; 2) Netters Building at 1665 Whitten Rd., Memphis, TN 38134; 3) Administration Building at 220 S. Main St., Memphis, TN 38103.	7/16/2025	\$129,512.00
	Current Contract Amount		<b>\$268,692.00</b>
	Amount Paid to Date as of 02.12.26		\$127,036.00
	Current Contract Balance		\$141,656.00
Scope Expansion and Increase (Change Order No. 2)	<i>This change is to expand the scope and increase the current contract in the amount of \$14,310.00 by adding preventative maintenance services to MLGW's new facility located at 7135 Goodlett Farms Parkway. MLGW is also requesting contingency funds in the amount of \$20,000.00 to cover preventative maintenance on Uninterruptable Power Supply (UPS) and Power Distribution Unit (PDU) systems, batteries, and any unforeseen issues that may arise. The term of the contract will remain through March 5, 2028. The total funded amount of this change is \$34,310.00.</i>	3/4/2026	\$34,310.00
	Available Balance		<b>\$175,966.00</b>
	Cumulative Contract Value		<b>\$303,002.00</b>
<b>Note: MLGW's Building Construction and Maintenance Department will utilize the remaining balance for semi-annual maintenance on the UPS systems and quarterly maintenance on batteries.</b>			

CONTRACT CHANGE FORM

MEMPHIS LIGHT, GAS AND WATER DIVISION  
CITY OF MEMPHIS  
CONTRACT NUMBER 12619  
(formerly Contract No. C2585)

CONTRACT CHANGE NO. 2  
DATE OF CHANGE MARCH 4, 2026  
SHEET 1 OF 4

TO: DAN FAVERTY  
ELECTRONIC POWER SYSTEMS, INC.  
191 IVY BROOK LANE  
COLLIERVILLE, TN 38017

YOU ARE ADVISED THAT THE MEMPHIS LIGHT, GAS AND WATER DIVISION, CITY OF MEMPHIS, MEMPHIS, TENNESSEE HEREBY AUTHORIZES THE FOLLOWING CHANGE IN REGARDS TO THE ABOVE CONTRACT NUMBER. CONTRACTOR AGREES TO BE BOUND BY ALL OF THE TERMS AND CONDITIONS OF SAID CONTRACT AND PREVIOUS CHANGES.

THE PROJECT SCOPE IS FOR THE CONTRACTOR TO FURNISH SUPERVISION, LABOR, TRANSPORTATION, EQUIPMENT AND MATERIAL TO PROVIDE 24/7, 365 DAYS PREVENTATIVE MAINTENANCE, EMERGENCY SERVICE, PARTS AND LABOR COVERAGE FOR UNINTERRUPTABLE POWER SUPPLIES AND RELATED SERVICES ON THE 80KW UPS AND 225KW UPS'S AT MLGW ADMINISTRATION BUILDING, LOCATED 220 SOUTH MAIN STREET, MEMPHIS, TENNESSEE 38103. THE CONTRACT AWARD WAS SELECTED USING THE SINGLE SOURCE PROCESS.

THIS CHANGE IS TO EXPAND THE SCOPE OF THE CURRENT CONTRACT IN THE AMOUNT OF \$14,310.00 BY ADDING PREVENTATIVE MAINTENANCE SERVICES TO MLGW'S NEW FACILITY LOCATED AT 7135 GOODLETT FARMS PARKWAY. MLGW IS ALSO REQUESTING CONTINGENCY FUNDS IN THE AMOUNT OF \$20,000.00 TO COVER PREVENTATIVE MAINTENANCE ON UNINTERRUPTABLE POWER SUPPLY (UPS) AND POWER DISTRIBUTION UNIT (/PDU) SYSTEMS, BATTERIES, AND ANY UNFORESEEN ISSUES THAT MAY ARISE. THE TERM OF THE CONTRACT WILL REMAIN THROUGH MARCH 5, 2028. THE TOTAL FUNDED AMOUNT OF THIS CHANGE IS \$34,310.00. THIS SINGLE SOURCE SCOPE EXPANSION AND INCREASE COMPLIES WITH ALL APPLICABLE LAWS AND POLICIES. THE NEW CONTRACT VALUE IS \$303,002.00.

CHANGE IN CONTRACT PRICE:

Contract Amount	\$268,692.00
Change Amount	<u>\$ 34,310.00 – Scope Expansion (Change No. 2)</u>
Total Contract Amount	\$303,002.00

APPROVED BY THE BOARD OF LIGHT, GAS AND WATER COMMISSIONERS

\_\_\_\_\_  
APPROVED BY THE PRESIDENT

\_\_\_\_\_  
DATE

# Electronic Power Systems, Inc.

191 Ivy Brook Lane, Collierville, TN 38017 901-682-4235, Emergency  
901-541-5889

Mr. Andrew Stanley  
MLG&W  
Memphis, TN

1/7/2026  
Quote #43917MT-GF

Re: MLGW Uninterruptible Power Supply Services

Mr. Stanley,

Per your request, we are pleased to provide our proposal for renewal of the preventive maintenance and emergency response plans on your critical Uninterruptible Power Supplies, manufactured by Toshiba-Mitsubishi Electric Industrial Systems Corporation that Electronic Power Systems, Inc. has installed in your facilities over the years. The purpose of this document is to state that Electronic Power Systems, Inc., is agreeable to add the UPS equipment located at 7135 Goodlett Farms to the service contract 12619 UPS/PDU Preventive Maintenance which is effective until March 5, 2028, with continuation of the semi-annual preventive maintenance services on your UPSs and quarterly preventive maintenance services on your batteries. This pricing covers all parts and remedial services with 24/7 on site response. This level of coverage is in keeping with the established service levels of your other UPS systems throughout MLGW. The pricing remains the same as the previous agreements with no increase in rates. This system's service agreement is paid up through August 31, 2026. Prorated pricing and through March 5, 2028 pricing is broken out below. For specific coverage information see attached plan information. This agreement becomes operative upon receipt of this signed agreement and/or Purchase Order. This proposal is for the equipment listed below.

## MLGW – Goodlett Farms Facility, 7135 Goodlett Farms Pkwy

### 24/7 Full Service Plan:

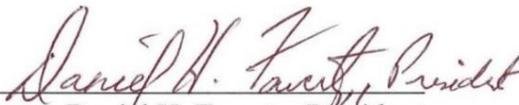
1. One 750 kVA /675 kW Mitsubishi UPS model 9800AD serial # 06-7M71468-01
2. One String of C&D XT2LCP wet cell batteries, 240 Cells, 120 jars on racks.

7-month prorated (9/1/2026 - 3/5/2027) Total Annual Price	\$5,272.00
<u>Year three (3/6/2027 – 3/5/2028) Total Annual Price</u>	<u>\$9,038.00</u>

Contract value for Goodlett Farms Facility through March 5, 2028 \$14,310.00

Terms: NET 30, Quote #43917MT, Billed Annually. In place Terms and Conditions for Contracts # 12619, 1216, 2585 and 12117 apply.

Electronic Power Systems, Inc.

Approving Signature:   
Daniel H. Faverty, President

DocuSigned by:  
  
MLGW \_\_\_\_\_  
EB9F1E811F974E2...  
Eric Conway, Mgr. Facilities Management and Maintenance

Factory services on these Uninterruptible Power Supply brands:



# Electronic Power Systems, Inc.

## Three Phase UPS

15-1000 kVA systems

### 24/7 Full Service

On-site emergency service response, 24 hours a day 7 days a week.  
All preventive maintenance service labor 24 hours a day 7 days a week, including travel.  
One annual and One semi-annual preventive maintenance services.  
Two UPS performance evaluations while on site for quarterly battery PMs  
Any required replacement parts or materials not covered under the warranty as needed.  
Service performed by factory authorized service personnel.

### **Semi-Annual Preventive Maintenance includes:**

Perform complete visual inspection of equipment components, subassemblies and wiring.  
Complete electronic alignment and calibration of all circuits and circuit boards.  
Measure temperature of all components, electrical connections and breakers.  
Check all capacitors for swelling, extruded vent caps or leaking.  
Record and calibrate all meter readings.  
Verify quality of output waveform, inverter gate drives and trigger pulses with Oscilloscope.  
Check and change air filters as required.  
Review performance and action items with customer  
Insure all software updates are installed

### **Annual Preventive Maintenance includes:**

All services above.  
De-energize system and physically check all electrical connections for tightness.  
Check all fuses for continuity.  
Calibrate all circuits to system specifications.  
Verify all low voltage power supply voltages.  
Verify all voltages and currents are within tolerances.  
Perform transfer to bypass. Verify and calibrate this function.  
Review performance and action items with the customer.

**Note: Annual PM usually requires transferring to bypass.**

Factory services on these Uninterruptible Power Supply brands:



# Electronic Power Systems, Inc.

## Wet Cell Battery Plan

### 24/7 Full Service

Includes:

On-site emergency service response, 24 hours a day 7 days a week.

All service labor 24 hours a day 7 days a week, including travel.

Three Quarterly and one Annual preventive maintenance service.

Any required replacement parts or materials are covered; individual replacement battery jars are provided at cost plus 10% as needed.

Additional preventive maintenance and site visits as required by system performance.

Service performed by factory authorized service personnel.

### Quarterly Preventive Maintenance

Inspect the appearance and cleanliness of the battery and the battery room or cabinet.

Measure and record the total battery float voltage and charging current.

Visually inspect the jars and covers for cracks and leakage.

Visually inspect all connections for evidence of corrosion. Clean and rebuild as needed

Measure and record the ambient temperature.

Verify the condition of the ventilation equipment, if applicable.

Measure and record 10% cell temperatures.

Measure and record the float voltage of all cells

Measure and record

all internal impedance readings

Compare readings to historical base lines and take appropriate action.

Provide a detailed written report noting any deficiencies and corrective action needed.

Preventive maintenance completed at customer's convenience

### Annual Preventive Maintenance

All services above.

Physically check all electrical connections for tightness.

Check all fuses and breakers for continuity.

Calibrate DC charging voltage.

Discharge batteries with load bank (during annual UPS PM) and verify proper performance.

Review performance and action items with customer.

**Note: During battery maintenance it may be necessary to disconnect battery string during which time there will be no battery back up to the load.**

Factory services on these Uninterruptible Power Supply brands:



**TOSHIBA**



**mitsubishi electric**