



Wednesday, September 3, 2025

8:30 AM

Board Room

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. 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 August 20, 2025.

CITY COUNCIL ACKNOWLEDGEMENTS & UPDATE:

Rodney Cleek

Acknowledge receipt of Certified Copies of City Council Resolutions dated August 19, 2025, Items 11 through 18 and Item 23.

PRESENTATIONS:

(None)

GENERAL STATEMENT(S) FROM THE PUBLIC:

CONSENT AGENDA

(Items 1 through 6)

PRESIDENT & CEO

(None)

SVP, CHIEF OPERATING OFFICER

(None)

VP ELECTRIC ENGINEERING & OPERATIONS

(None)

VP WATER & GAS ENGINEERING & OPERATIONS

(None)

VP, CFO & SECRETARY-TREASURER

(None)

VP & CIO

1. Resolution approving renewal (Change No. 11) to Contract No. 10927, Perpetual Licensing Agreement with Precisely Software, Incorporated (previously Pitney Bowes Software, Incorporated) to increase the contract value in the funded amount of \$290,354.55. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)

VP SHARED SERVICES

2. Resolution approving ratification of Purchase Order Number 7061635 with MVA Power, Inc. for N-75KVA transformers in the amount of \$33,246.14. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)
3. Resolution awarding Contract No. 12633 (solicited under Contract No. C2833), Electric Substations 36, 42, 45, 46, 64, and 71 Roofs to B-Four Plie, Inc. in the funded amount of \$312,370.30. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)
4. Resolution approving Change No. 3 to Contract No. 12409 Trash Removal Services to BFI Waste Services, LLC dba Republic Services of Memphis to expand the scope of the current contract in the funded amount of \$38,720.56. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)

VP & CHIEF INTERNAL AUDITING OFFICER

(None)

VP CUSTOMER EXPERIENCE & ENERGY SERVICES

(None)

VP CORPORATE COMMUNICATIONS

(None)

VP & GENERAL COUNSEL

(None)

VP & CPO PEOPLE SERVICES

5. Resolution approving Extension (Change No. 6) to Contract No. 12060, DOT Drug and Alcohol Testing with Mid-South Drug Testing, Incorporated to extend the current contract in the funded amount of \$275,000.00. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)
6. Resolution awarding Contract No. 12584, MLGW Safety Boot Program to Tyndale Enterprises, Inc. in the funded amount of \$342,000.00. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)

PRESIDENT'S BRIEFING

7. Review Consent Agenda - Doug McGowen
8. Other - Doug McGowen

COMMITTEE REPORTS:

(None)

ADJOURNMENT**ADDITIONAL MEETINGS ON SEPTEMBER 3, 2025:**

Audit Committee Meeting - Immediately Following the BOC Meeting - MLGW Board Room

RESOLUTION SUMMARY

- 1. Short Title Description – Contract No. 10927 – Perpetual License Agreement**
- 2. Requested Funding – \$290,354.55**
- 3. Award Duration – December 29, 2025 through December 28, 2030**
- 4. Type of Bid – Single Source**
- 5. Awarded To – Precisely**
- 6. Plain Language Description – The new Precisely EngageOne application is used for creating, designing and redesigning bills, documents and letters that are sent to customers.**
- 7. Impact – Without the application, MLGW would continue to rely on outdated, manual, and fragmented processes and applications to generate printed billing statements, customer letters and notices.**

EXCERPT
from
MINUTES OF MEETING
of
BOARD OF LIGHT, GAS AND WATER COMMISSIONERS
CITY OF MEMPHIS
held
September 3, 2025

The Manager of Procurement and Contracts recommends to the Board of Light, Gas, and Water Commissioners the approval of Renewal (*Change No. 11*) to Contract No. 10927, Perpetual Licensing Agreement with Precisely Software, Incorporated (*previously Pitney Bowes Software, Incorporated*) to increase the contract value in the funded amount of \$290,354.55.

The project scope is to provide software maintenance, license, and support services for the EngageOne Application and Composition Engine. The purpose of this software is to create or change bills and letters. The initial contract was for annual software maintenance, license, and support services. The contract award was selected based on the Single Source procurement process.

This change is to renew the annual software maintenance, license, and support services for the EngageOne Application, Composition Engine and Vault Repository for a five (5) year term covering the period December 29, 2025 through December 28, 2030 in the funded amount of \$252,482.22. Additionally, MLGW is requesting contingency funds in the amount of \$37,872.33 for any unforeseen costs, including operating system upgrades, additional servers, and reporting requirements bringing the total amount of this renewal to \$290,354.55. This single source renewal complies with all applicable laws and policies. The new contract value is \$1,493,049.79.

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, Renewal (*Change No. 11*) to Contract No. 10927, Perpetual Licensing Agreement with Precisely Software, Incorporated (*previously Pitney Bowes Software, Incorporated*) to renew the contract in the funded amount of \$290,354.55 as outlined in the foregoing preamble, is approved and further,

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

RESOLUTION

WHEREAS, the Board of Light, Gas and Water Commissioners in their meeting of September 3, 2025 approved Renewal (*Change No. 11*) to Contract No. 10927, Perpetual Licensing Agreement with Precisely Software, Incorporated (*previously Pitney Bowes Software, Incorporated*) to renew the contract in the funded amount of \$290,354.55, and is now recommending to the Council of the City of Memphis that it approves said renewal as approved; and

WHEREAS, the project scope is to provide software maintenance, license, and support services for the EngageOne Application and Composition Engine. The purpose of this software is to create or change bills and letters. The initial contract was for annual software maintenance, license, and support services. The contract award was selected based on the Single Source procurement process; and

WHEREAS, this change is to renew the annual software maintenance, license, and support services for the EngageOne Application, Composition Engine and Vault Repository for a five (5) year term covering the period December 29, 2025 through December 28, 2030 in the funded amount of \$252,482.22. Additionally, MLGW is requesting contingency funds in the amount of \$37,872.33 for any unforeseen costs, including operating system upgrades, additional servers, and reporting requirements bringing the total amount of this renewal to \$290,354.55. This single source renewal complies with all applicable laws and policies. The new contract value is \$1,493,049.79; and

NOW THEREFORE BE IT RESOLVED BY THE Council of the City of Memphis, that there be and is hereby approved Renewal (*Change No. 11*) to Contract No. 10927, Perpetual Licensing Agreement with Precisely Software, Incorporated (*previously Pitney Bowes Software, Incorporated*) to renew the contract in the funded amount of \$290,354.55 as approved.

CONTRACT CHANGE FORM

MEMPHIS LIGHT, GAS AND WATER DIVISION
CITY OF MEMPHIS
CONTRACT NUMBER 10927

CONTRACT CHANGE NO. 11
DATE OF CHANGE SEPTEMBER 3, 2025
SHEET 1 OF 3

TO: MR. JAMIE HARRIS

PRECISELY SOFTWARE, INCORPORATED

(PREVIOUSLY PITNEY BOWES SOFTWARE, INCORPORATED)

1700 DISTRICT AVENUE #300

BURLINGTON, MA 01803

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. CONTRACTOR AGREES TO BE BOUND BY ALL OF THE TERMS AND CONDITIONS OF SAID CONTRACT AND PREVIOUS CHANGES.

THE PROJECT SCOPE IS TO PROVIDE SOFTWARE MAINTENANCE, LICENSE, AND SUPPORT SERVICES FOR THE ENGAGEONE APPLICATION AND COMPOSITION ENGINE. THE PURPOSE OF THIS SOFTWARE IS TO CREATE OR CHANGE BILLS AND LETTERS. THE INITIAL CONTRACT WAS FOR ANNUAL SOFTWARE MAINTENANCE, LICENSE, AND SUPPORT SERVICES. THE CONTRACT AWARD WAS SELECTED BASED ON THE SINGLE SOURCE PROCUREMENT PROCESS.

THIS CHANGE IS TO RENEW THE ANNUAL SOFTWARE MAINTENANCE, LICENSE, AND SUPPORT SERVICES FOR THE ENGAGEONE APPLICATION, COMPOSITION ENGINE AND VAULT REPOSITORY FOR A FIVE (5) YEAR TERM COVERING THE PERIOD DECEMBER 29, 2025 THROUGH DECEMBER 28, 2030 IN THE FUNDED AMOUNT OF \$252,482.22. ADDITIONALLY, MLGW IS REQUESTING CONTINGENCY FUNDS IN THE AMOUNT OF \$37,872.33 FOR ANY UNFORESEEN COSTS, INCLUDING OPERATING SYSTEM UPGRADES, ADDITIONAL SERVERS, AND REPORTING REQUIREMENTS BRINGING THE TOTAL AMOUNT OF THIS RENEWAL TO \$290,354.55. THIS SINGLE SOURCE RENEWAL COMPLIES WITH ALL APPLICABLE LAWS AND POLICIES. THE NEW CONTRACT VALUE IS \$1,493,049.79.

CHANGE IN CONTRACT PRICE:

Contract Amount	\$	1,202,695.24
Change Amount	\$	290,354.55 Renewal (Change No. 11)
Total Contract Amount	\$	1,493,049.79

APPROVED BY THE BOARD OF LIGHT, GAS AND WATER COMMISSIONERS

APPROVED BY THE PRESIDENT

DATE

BOARD RESOLUTION TRANSMITTAL

Expenditure Org Executive: Lashell Vaughn
 Specialist: Shanikka Tate

Board Meeting Date: 9/3/2025
 Contract Number: 10927
 Purchase Commodity: _____
 Other (Non-Procurement Items): _____

Responsible Group (Requesting Area/ Contact Person) (Telephone number/email address)	0351120 - Customer Information Systems / Sahiti Kilaru / 915-449-2523 / skilaru@mlgw.org	
Scope: Contract <u>X</u> Purchase _____ Other _____	The project scope is to provide software maintenance, license, and support services for the EngageOne Application and Composition Engine. The purpose of this software is to create or change bills and letters. The initial contract was for annual software maintenance, license, and support services.	
Explanation of Action. (Contract/Purchase invoice payments, land purchase, dues, other)	The change is to renew the annual software maintenance, license, and support services for the EngageOne Application, Composition Engine and Vault Repository for a five (5) year term covering the period December 29, 2025 through December 28, 2030.	
Where will the work take place? (MLGW facility or jobsite, etc.)	The work will take place at the MLGW's Netters Building Center.	
Why the need exists? (Contract/Purchase invoice payments, land purchase, dues, other)	The need exists to provide software maintenance, license, and support services.	
Are there any anticipated vendor issues? (If so, please explain)	No	
Are there any contract services, labor or IBEW issues? If yes, has cost comparison been provided to IBEW? Date Provided?	No	
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.	No	
If applicable, how was the recommendation determined? (Bid or RFP) <u>Single Source</u>		

BUDGET:

Amount Requested

2025 Budget*

Amount Spent Year-to-Date

2025 Budget Balance Available

Budget Balance After Award

	Total	In 2025 Budget Year	After Budget Year
\$	290,354.55	\$ 47,556.18	\$ 242,798.37
\$	15,054,060.00		
\$	4,166,601.14	\$ 10,887,458.86	
		\$ 10,839,902.68	

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

☒ O&M☐ Capital

Project Mgr Information Technology
 Expenditure Organization 352300 Manager Information Technology
 Expenditure Type IS Other
 Task Admin Expense

Comments:

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

APPROVED:

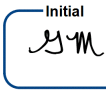
Ronda Croft

Budget & Financial Planning

08.14.2025

Date

Rev. 11/01/2018



Precisely Software Incorporated
1700 District Avenue, Suite 300
Burlington, Massachusetts 01803

MEMPHIS LIGHT GAS AND WATER

Bill To: MEMPHIS LIGHT GAS AND WATER
220 S Main St
MEMPHIS, TN 38103-3917
Michael Faulk

Quote Number: Q-272366

Date: 7/21/2025

Quote Valid Until: 12/28/2025

Precisely Representative: Areli Valencia

Email: areli.valencia@precisely.com

Ship To: MEMPHIS LIGHT GAS AND WATER
220 S Main St
Memphis, TN 38101
Sahiti Kilaru

Payment Terms: Net 30

Currency: U.S. Dollar

Deliver Product To: SKilaru@mlgw.org

Customer Contact: Sahiti Kilaru
Customer Email: SKilaru@mlgw.org

Product Name	Qty	Billing Plan	Start Date	End Date
EngageOne Vault Archive-Subscription	1	Custom Bill Plan	12/29/2025	12/28/2030
ODUNITOF1MM - Transactions in units of one million	24	Custom Bill Plan	12/29/2025	12/28/2030
EngageOne Compose Interactive-Subscription	1	Custom Bill Plan	12/29/2025	12/28/2030
ODUNITOF1MM - Transactions in units of one million	7	Custom Bill Plan	12/29/2025	12/28/2030
EngageOne Enrichment Visual Engineer-Subscription	1	Custom Bill Plan	12/29/2025	12/28/2030

Total (excluding taxes): USD 252,482.22
(Note: Taxes will be applied on invoice)

Notes: Annual Payments

Year 1 - \$47,556.18

Year 2 - \$48,982.87

Year 3 - \$50,452.35

.Year 4 - \$51,965.92

Year 5 - \$53,524.90

DocuSigned by:

556FCC7885C44E4...

Windows/Linux

Please include Quote Number in your PO and/or provide a Signed copy of the Quote with the PO

All orders are subject to review and acceptance by the Precisely entity listed above ("Precisely"). Your signature below, and/or your issuance of a purchase order referencing the quote number above, ("Renewal Acknowledgement") confirms

your acceptance of this offer and your complete and irrevocable commitment to purchase the licenses and related services, as applicable, set forth above ("Purchases").

To ensure that there is no interruption in service, please return your Renewal Acknowledgement no later than 5 days prior to the Quote Valid Until Date noted above, which is when your current coverage or license term will expire. No purchase order is required to complete this transaction.

Upon receipt of a Renewal Acknowledgment, your coverage dates will be updated, license keys will be issued (if applicable), and an invoice will be generated and sent to you. Any applicable taxes will be included on the invoice. If your organization is exempt from tax, please send supporting documentation appropriate for your jurisdiction with your Renewal Acknowledgement.

"Agreement" means the terms governing your original purchase of the products or services above and generally will be either: (a) the signed written agreement(s) between you and Precisely that covers the Purchases, or (b) if no signed agreement covering the Purchases has been signed, the End User License Agreement embedded within the Licensed Products (or if none, the terms and conditions located at www.precisely.com/EULA). Purchase orders or similar documents issued by you relating to the Licensed Products and/or services will not affect or otherwise amend the terms and conditions of the Agreement. If you are a reseller or distributor, you agree that you are responsible to ensure that the authorized end user(s) are bound to the terms and conditions at <https://www.precisely.com/EULA>. Precisely now provides support and maintenance for all of its products (including those on this Quote) and the support terms applicable globally for all customers can be found in the Support Handbook (<https://support.precisely.com/handbooks/>).

Unless otherwise prohibited by the Agreement, if we do not receive your Renewal Acknowledgement by the date indicated above, the renewal may be subject to a 10% late fee.

If you have any questions, please contact your renewal representative, as provided in header above, to ensure a timely submission of your renewal.

MEMPHIS LIGHT GAS AND WATER

Signature: _____

Name: _____

Date: _____

Title: _____

Contractor: **Precisely Software, Incorporated**
(previously Pitney Bowes Software, Incorporated)
9/3/2025

Contract Number: 10927

	Actions	Date	Amount
Original Contract Amount	Award	5/1/2003	\$124,100.00
Change Order No. 1	This change was to purchase maintenance for the period covering April 1, 2011 to March 31, 2012. In addition, this change was to purchase maintenance subscription services for a period of April 1, 2006 to March 31, 2011, due to the contract requirement that customers pay for the total period of non-maintenance and upgrades to receive current maintenance. This change also reflected a name change from Group 1 Software to Pitney Bowes Software, Incorporated.	12/2/2010	\$92,657.00
Change Order No. 2	This change was to ratify payment in the amount of \$9,957.00 for the period covering the April 1, 2012 to August 31, 2012. Although this amount was available and absorbed in the current contract value at the time of payment, the term expiration date was March 31, 2012. This change was also to renew the contract for software maintenance and support services for the period covering September 1, 2012 to August 31, 2013, with no increase from the previous year.	7/12/2012	\$29,871.00
Change Order No. 3	This change was 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 reflected a 4.00% increase from the previous year.	9/5/2013	\$31,067.00

Contractor: **Precisely Software, Incorporated**
(previously Pitney Bowes Software, Incorporated)
9/3/2025

Contract Number: 10927

	Actions	Date	Amount
Change Order No. 4 (Maintenance)	This change was to renew the current contract for software maintenance and support services covering the period September 1, 2014 to August 31, 2017 in the funded amount of \$100,855.00.	11/20/2014	\$100,855.00
Change Order No. 5	This change was to upgrade from the current DOC1 version 4 to EngageOne. DOC1 version 4 has reached its end of life usage and was replaced with EngageOne. Change No.4 dated November 20, 2014 reflected a request in the amount of \$100,855.00 for this upgrade; however, the requested amount was for maintenance and support services. The EngageOne product will have the same capabilities as the DOC1 version 4 but will have capabilities for future expansion.	9/16/2015	\$160,272.00
Change Order No. 6	This change was to ratify and renew the current contract for software maintenance and support services for the period covering September 1, 2017 through August 31, 2018 in the funded amount of \$35,901.79, which reflects a 2.73% increase from the previous renewal due to the Consumer Pricing Index (CPI) in this industry.	9/13/2017	\$35,901.79
Change Order No.7	This change was to renew the current contract for software maintenance and to support services for a 60-month period covering September 1, 2018 through August 31, 2023 in the funded amount of \$190,701.84. This renewal reflects an annual 2% increase in pricing.	7/11/2018	\$190,701.84
Change Order No. 8	This change was to ratify additional applications added to the current term ending August 31, 2020. In addition, this change is to extend the existing term for the period covering September 1, 2020 through August 31, 2025. The remaining \$128,877.57 will be absorbed in the current contract value of \$276,960.00.	12/2/2020	\$148,082.41

Contractor: **Precisely Software, Incorporated**
(previously Pitney Bowes Software, Incorporated)
9/3/2025

Contract Number: 10927

	Actions	Date	Amount
Change Order No. 9	This change was to expand the scope of the contract to allow Precisely Professional Services to assist with analysis, upgrade, training and conversion from MLGW's current bill and letter designing application to the new EngageOne application. The term of the contract remained September 1, 2020 through August 31, 2025.	11/1/2023	\$100,000.00
Change Order No. 10	This change was to increase the contract value in the amount of \$189,187.20. MLGW is requesting additional funds to allow Precisely Professional Services continued assistance with analysis, upgrade, training and conversion from MLGW's current bill and letter designing application to the new EngageOne application in the funded amount of \$164,512.00. The DOC1 application is at the end of life and must be upgraded to the latest version of EngageOne. Additionally, MLGW is requesting contingency funds in the amount of \$24,676.80 for any unforeseen circumstances that may occur during conversion of the software. The total amount of this change is \$189,188.80; however, the total requested amount is \$189,187.20. The term of the contract will remain September 1, 2020 through August 31, 2025.	10/2/2024	\$189,187.20
Current Contract Amount			\$1,202,695.24
Amount Paid to Date as of 8.15.25			\$1,013,506.04
Current Contract Balance			\$189,189.20

Contractor: **Precisely Software, Incorporated**
(previously Pitney Bowes Software, Incorporated)
9/3/2025

Contract Number: 10927

	Actions	Date	Amount
<i>Renewal (Change Order No. 11)</i>	<i>This change is to renew annual software maintenance, license, and support services for the EngageOne Application, Composition Engine and Vault Repository for a five (5) year term covering the period December 29, 2025 through December 28, 2030 in the funded amount of \$252,482.22. Additionally, MLGW is requesting contingency funds in the amount of \$37,872.33 for any unforeseen costs, including operating system upgrades, additional servers, and reporting requirements bringing the total amount of this renewal to \$290,354.55.</i>	<i>9/3/2025</i>	<i>\$290,354.55</i>
<i>Available Balance</i>			<i>\$479,543.75</i>
<i>Cumulative Contract Value</i>			<i>\$1,493,049.79</i>

***MLGW's Customer Information Systems Department will utilize the remaining balance to pay for support and maintenance during the remainder of the term.**

RESOLUTION SUMMARY

1. **Short Title Description** – N-75KVA Transformers Ratification of Purchase Order #7061635
2. **Requested Funding** – \$33,246.14
3. **Award Duration** – One-Time Purchase
4. **Type of Bid** – To Ratify Purchase Order #7061635
5. **Awarded To** – MVA Power, Inc.
6. **Plain Language Description** – To purchase twelve N-75KVA transformers. The N-75KVA transformers are needed to ensure we maintain adequate material to meet demand for upcoming jobs and for scheduled maintenance.
7. **Impact** – Due to the 20% tariff imposed on imported goods, the purchase order amount for PO Number 7061635 was increased by \$33,246.14, bringing the new total to \$199,476.86 from the original \$166,230.72.



EXCERPT
from
MINUTES OF MEETING
of
BOARD OF LIGHT, GAS AND WATER COMMISSIONERS
CITY OF MEMPHIS
held
September 3, 2025

The Manager of Procurement and Contracts recommends to the Board of Light, Gas and Water Commissioners that it approves the ratification of Purchase Order Number 7061635 with MVA Power, Inc. for N-75KVA transformers in the amount of \$33,246.14.

On August 21, 2024, the Board of Light, Gas and Water Commissioners approved a purchase order for N-75KVA transformers. Due to recent tariff implementations, the cost of N-75KVA transformers has increased. Acceptance of the increase was necessary to maintain the production schedule for the transformers to meet the project deadline. Therefore, the purchase order amount was adjusted to cover the additional cost.

Approval is requested to ratify Purchase Order Number 7061635 for an additional amount of \$33,246.14. The new purchase order amount with the increase is \$199,476.86. All existing terms and conditions will remain the same. This ratification complies with all applicable laws and policies.

The 2025 budgeted amount for Previously Capital Items is \$11,593,000.00; the amount spent year-to-date is \$6,007,303.17; leaving a balance available of \$5,585,696.83; of which \$33,246.14 will be spent on this purchase in 2025; leaving a balance available of \$5,552,450.69 after award; 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, approves the ratification of Purchase Order Number 7061635 with MVA Power, Inc. for twelve N-75KVA transformers approved as outlined in the foregoing preamble.

RESOLUTION

WHEREAS, the Board of Light, Gas and Water Commissioners in their meeting of September 3, 2025 approved the ratification of Purchase Order Number 7061635 for N-75KVA transformers and is now recommending to the Council of the City of Memphis that it approves said ratification; and

WHEREAS, on August 21, 2024, the Board of Light, Gas and Water Commissioners approved a purchase order for N-75KVA transformers. Due to recent tariff implementations, the cost of N-75KVA transformers has increased. Acceptance of the increase was necessary to maintain the production schedule for the transformers to meet the project deadline. Therefore, the purchase order amount was adjusted to cover the additional cost; and

WHEREAS, approval is requested to ratify Purchase Order Number 7061635 for an additional amount of \$33,246.14. The new purchase order amount with the increase is \$199,476.86. All existing terms and conditions will remain the same. This ratification 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 ratification of Purchase Order Number 7061635 to MVA Power, Inc. in the amount of \$33,246.14 chargeable to the MLGW 2025 fiscal budget.

BOARD RESOLUTION TRANSMITTAL

Expenditure Org Executive: Von Goodloe Board Meeting Date: 9/3/2025
 Purchase Order/Requisition Number: 7061635
 Specialist: A/Ricka Jackson Purchase Commodity: N-75KVA Transformers
 Other (Non-Procurement Items): Ratification

Responsible Group (Requesting Area/ Contact Person) (Telephone number/email address)	Purchasing Department / A/Ricka Jackson / 901-528-4701 / Arjackson@mlgw.org	
Scope: Contract _____ Purchase _____ Other <u>X</u>	The scope of this request is to ratify Purchase Order Number 7061635 for N-75KVA transformers.	
Explanation of Action. (Contract/Purchase invoice payments, land purchase, dues, other)	To ratify Purchase Order Number 7061635 with MVA Power, Inc. for twelve N-75KVA transformers.	
Where will the work take place? (MLGW facility or jobsite, etc.)	The N-75KVA transformers will be installed in MLGW's infrastructure within Shelby County, Tennessee.	
Why the need exists? (Contract/Purchase invoice payments, land purchase, dues, other)	Approval is requested to ratify the increase of \$33,246.14 to Purchase Order Number 7061635, necessitated by imposed tariff costs. The new purchase order total is \$199,476.86.	
Are there any anticipated vendor issues? (If so, please explain)	No	
Are there any contract services, labor or IBEW issues? If yes, has cost comparison been provided to IBEW? Date Provided?	No	
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.	No	
If applicable, how was the recommendation determined? (Bid, RFQ or RFP) N/A		

BUDGET:

Amount Requested

2025 Budget*

Amount Spent Year-to-Date

2025 Budget Balance Available

Budget Balance After Award

Total	In 2025 Budget Year	After Budget Year
\$ 33,246.14	\$ 33,246.14	\$ -
\$ 11,593,000.00		
\$ 6,007,303.17	\$ 5,585,696.83	
	\$ 5,552,450.69	

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

☐ O&M☒ Capital

Project

Expenditure Organization

Expenditure Type

Task

Previously Capital Items

0988888 Misc Accounting Technician

Purch Transf-XFRM4

Dist Transformers-XFRM4

Comments:

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

APPROVED:

Ronda Croft

Budget & Financial Planning

08.12.2025

Date

Rev. 11/01/2018



INTERDEPARTMENTAL MEMORANDUM

To: Camela Mitchell, Purchasing Supervisor

From: A'Ricka Jackson, Procurement Contracts Specialist II

Subject: Transformer N-75KVA Ratification

Date: 8/5/2025

MVA Power Inc. was awarded standard purchase order number 7061635 on September 30, 2024. Due to a 20% tariff imposed by the supplier on imports, additional funds were required to cover the increased cost. Ratifying this increase is essential to ensure the accuracy of the purchase order and to proceed with the acquisition of this critical equipment without further delay.

Thank you,

A'Ricka Jackson

A'Ricka Jackson

Procurement Contracts Specialist II

A.J.

EXCERPT
from
MINUTES OF MEETING
of
BOARD OF LIGHT, GAS AND WATER COMMISSIONERS
CITY OF MEMPHIS
held
August 21, 2024

The Manager of Procurement and Contracts recommends to the Board of Light, Gas and Water Commissioners that it award a purchase order for transformers N-75KVA to MVA Power Inc. in the amount of \$166,230.72.

The transformers N-75KVA are needed to replenish inventory to ensure we have adequate material to meet demand for upcoming projects and scheduled maintenance.

Bids were opened on April 17, 2024. Notice to Bidders was advertised. Four bids were solicited, and three bids were received with the lowest and best complying bidder being the firm of MVA Power Inc. This award complies with all applicable laws and policies.

The 2024 budgeted amount for Transformer and Electric Motor Shop is \$11,000,000.00; the amount spent to date is \$3,946,805.71; leaving a balance available of \$7,053,194.29 to be spent; of which \$166,230.72 will be spent contingent upon approval of the 2025 fiscal year budget; 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, award of purchase order to MVA Power Inc. is approved for furnishing:

12 - 75 KVA three-phase, grounded-front, pad-mounted transformers, primary voltage GNDY/13280, secondary voltage 208 GNDY;

Totaling \$166,230.72; f.o.b. Memphis, Tennessee, our dock, transportation prepaid; said prices being firm; delivery in 20-24 weeks; terms net 30 days.

I hereby certify that the foregoing is a true
copy of a resolution adopted by the Board of Light,
Gas and ~~Water~~ Commissioners at a regular meeting
held on 21st day of August,
2024, at which a quorum was present.


SVP, CFO & CAO Secretary - Treasurer

RESOLUTION

WHEREAS, the Board of Light, Gas and Water Commissioners in their meeting of August 21, 2024 approved a purchase order for transformers N-75KVA and is now recommending to the Council of the City of Memphis that it approves said purchase; and

WHEREAS, the transformers N-75KVA are needed to replenish inventory to ensure we have adequate material to meet demand for upcoming projects and scheduled maintenance; and

WHEREAS, bids were opened on April 17, 2024. Notice to Bidders was advertised. Four bids were solicited, and three bids were received with the lowest and best complying bidder being the firm of MVA Power Inc. This award complies with all applicable laws and policies; and

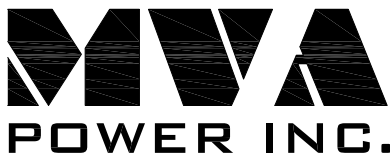
NOW THEREFORE BE IT RESOLVED by the Council of the City of Memphis that there be and is hereby approved the purchase of transformers N-75KVA from MVA Power Inc. in the amount of \$166,230.72 chargeable to subsequent budget year as approved.

I hereby certify that the foregoing is a true copy and document was adopted, approved by the Council of the City of Memphis in regular session on

Date SEP 10 2024

Valerie C. Snipes
Deputy Comptroller-Council Records

MLGW
#74



1 Rue Holly
Montreal, PQ, H3X 3K6
Tel: 450-589-0445
Fax: 450-589-0733
Email: info@MVAPOWER.com

MVA Power Inc

1 Holly Road,
Montreal, QUEBEC, Canada
H3X 3K6

February 20, 2025

Reference : Purchase Order 7061635 75KVA Three Phase Padmount transformers

To whom it may concern:

Due to the recent additional 20% tariff applied to our products by the US government (we could not foresee this at time of quote and PO) we are obliged to add an additional 20% to the value of our products (this will be invoiced as a separate line item).

This action is considered FORCE MAJEURE and is something that we can not control.

If at the time of delivery this additional 20% tariff is removed we won't invoice it.

Sincerely

Charly Marc Eng, VP Sales & Marketing

A handwritten signature in black ink that reads 'Charly-Marc'.

Wayne Ellis

DocuSigned by:
A blue ink signature of Wayne Ellis, enclosed in a blue DocuSigned signature box.
D6EC0DC70285481...

RESOLUTION SUMMARY

- 1. Short Title Description – Contract No. 12633 (*solicited under Contract No. C2833*) - Electric Substations 36, 42, 45, 46, 64 and 71 Roof Replacements**
- 2. Requested Funding – \$312,370.30**
- 3. Award Duration – One (1) year from the date of the Notice to Proceed**
- 4. Type of Bid – Sealed bid**
- 5. Awarded To – B Four Plied, Inc.**
- 6. Plain Language Description – This contract is to remove, demolish and replace the roofs at MLGW’s Electric Substations 36, 42, 45, 46, 64, and 71 located at various locations throughout Memphis, Shelby County, TN.**
- 7. Impact – This contract will help to provide building roof maintenance to ensure the integrity of the buildings and assets.**

EXCERPT
from
MINUTES OF MEETING
of
BOARD OF LIGHT, GAS AND WATER COMMISSIONERS
CITY OF MEMPHIS
held
September 3, 2025

The Manager of Procurement and Contracts recommends to the Board of Light, Gas and Water Commissioners that it awards Contract No. 12633 (*solicited under Contract No. C2833*), Electric Substations 36, 42, 45, 46, 64, and 71 Roofs to B-Four Plied, Inc. in the funded amount of \$312,370.30.

The project scope is to provide supervision, labor, transportation, equipment, and materials to remove, demolish, and replace the existing roof on MLGW's Electric Substations located at various locations throughout Memphis, Shelby County, TN.

The Notice to Bidders was advertised using MLGW's Online Bid Notification System and the Memphis Daily News on May 7, 2025. MLGW solicited six (6) bids; of which, three (3) Contractors attended the Mandatory Site Visit on May 22, 2025 and two (2) submitted qualifications and were deemed qualified to bid on the project. One (1) contractor that attended the Mandatory site visit, missed the qualification due date of Tuesday, June 6, 2025. The lowest and best bid received was from B-Four Plied, Inc. in the funded amount of \$283,973.00. MLGW is also requesting contingency funds for any unforeseen conditions in the amount of \$28,397.30. The total funded amount for the award is \$312,370.30. The term of this contract is one (1) year from the date of the Notice to Proceed. This award applies with all applicable laws and policies.

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 award of Contract No. 12633 (*solicited Contract No. C2833*), Electric Substations 36, 42, 45, 46, 64, and 71 Roofs to B-Four Plie, Inc. in the funded amount of \$312,370.30, as outlined in the foregoing preamble, is approved and further,

THAT, the President, or his designated representative is authorized to execute the Award.

RESOLUTION

WHEREAS, the Board of Light, Gas and Water Commissioners in their meeting of September 3, 2025 awarded Contract No. 12633 (*solicited under Contract No. C2833*), Electric Substations 36, 42, 45, 46, 64, and 71 Roofs to B-Four Plied, Inc. in the funded amount of \$312,370.30, and is now recommending to the Council of the City of Memphis that it approves said award as approved; and

WHEREAS, the project scope is to provide supervision, labor, transportation, equipment, and materials to remove, demolish, and replace the existing roof on MLGW's Electric Substations located at various locations throughout Memphis, Shelby County, TN.

WHEREAS, the Notice to Bidders was advertised using MLGW's Online Bid Notification System and the Memphis Daily News on May 7, 2025. MLGW solicited six (6) bids; of which, three (3) Contractors attended the Mandatory Site Visit on May 22, 2025 and two (2) submitted qualifications and were deemed qualified to bid on the project. One (1) contractor that attended the Mandatory site visit, missed the qualification due date of Tuesday, June 6, 2025. The lowest and best bid received was from B-Four Plied, Inc. in the funded amount of \$283,973.00. MLGW is also requesting contingency funds for any unforeseen conditions in the amount of \$28,397.30. The total funded amount for the award is \$312,370.30. The term of this contract is one (1) year from the date of the Notice to Proceed. This award applies 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 an award of Contract No. 12633 (*solicited under Contract No. C2833*), Electric Substations 36, 42, 45, 46, 64, and 71 Roofs to B-Four Plied, Inc. in the funded amount of \$312,370.30 as approved.

MEMPHIS LIGHT, GAS & WATER DIVISION

INTERDEPARTMENTAL

TO: Board of Commissioners

DATE: 9/3/2025

FROM: Randy Orsby - Manager of Procurement and Contracts

SUBJECT: Contract No. 12633 (*solicited under Contract No. C2833*), Electric Substations 36, 42, 45, 46, 64, and 71 Roofs

The Contracts Management Department, with an outline of work to be provided by the Facilities Management and Maintenance Department, solicited bids to provide supervision, labor, transportation, equipment, and materials to remove, demolish, and replace the existing roof on MLGW's Electric Substations located at various locations throughout Memphis, Shelby County, TN, as listed in the Specifications Sections.

The Notice to Bidders was advertised using MLGW's Online Bid Notification System and the Memphis Daily News on May 7, 2025. MLGW solicited six (6) bids; of which, three (3) Contractors attended the Mandatory Site Visit on May 22, 2025 and two (2) submitted qualifications and were deemed qualified to bid on the project. One (1) Contractor that attended the Mandatory site visit, missed the qualification due date of Tuesday, June 6, 2025. The lowest and best bid received was from B-Four Plied, Inc. in the funded amount of \$283,973.00. MLGW is also requesting contingency funds for any unforeseen conditions in the amount of \$28,397.30. The total funded amount for the award is \$312,370.30. The term of this contract is one (1) year from the date of the Notice to Proceed. This award applies with all applicable laws and policies.


Bidder	Total	<i>Local Bidding Preference or Presence Bid Amount (if applicable)</i>	Local Bidding Preference and Presence Comments
B-Four Plied, Inc. 3890 Winchester Road Memphis, TN 38118	Bid Amount of \$283,973.00 (plus contingency funds of \$28,397.30)	\$269,774.35	Bidder submitted documentation for the Local Bidding Preference Application
Barnes & Brower, Inc. 3787 Getwell Road Memphis, TN 38118	\$352,651.00	\$335,018.45	Bidder submitted documentation for the Local Bidding Preference Application

MLGW, through its evaluation and selection process, recommends the award of Contract No. 12633 (*solicited under Contract No. C2833*), Electric Substations 36, 42, 45, 46, 64, and 71 Roofs to B-Four Plied, Inc. in the funded amount of \$312,370.30.



INTERDEPARTMENTAL MEMORANDUM FACILITIES MANAGEMENT & MAINTENANCE

TO: Contract Management


FROM: Tamer Younis ^{Initial}
Lead Engineer 

DATE: July 17, 2025

SUBJECT: Recommendation to Award Bid-Contract #C2833

The award recommendation for contract #C2833, Electric Substations 36, 42, 45, 46, 64, & 71 Roofs, shall be **B Four Plied, Inc.** with a bid amount of \$283,973.00. **B Four Plied Inc.** was the lowest bidder and met all qualifications. To prepare for any unforeseen conditions which might come up during the duration of the project, MLGW is requesting \$28,397.30 (10% of bid amount) in contingency funds bringing the total amount of this award to **\$312,370.30**. The contract shall be for 1 year, with no renewals.

APPROVAL

DocuSigned by:

EB9F1E811F974E2...
Eric Conway, Manager

7/18/2025
Date

cc: Jessica Payne

BOARD RESOLUTION TRANSMITTAL

Board Meeting Date: 9/3/2025Expenditure Org Executive: Von Goodloe
Procurement Contracts Specialist: Jessica PaynePurchase Order/Requisition Number: 12633 (solicited under Contract No. C2833)
Purchase Commodity: _____
Other (Non-Procurement Items): _____

Responsible Group (Requesting Area/ Contact Person) (Telephone number/email address)	Facilities Management and Maintenance, Eric Conway, 901-590-5133, econway@mlgw.org	
Scope: Contract <input checked="" type="checkbox"/> _____ Purchase _____ Other _____	The project scope is to provide Supervision, labor, transportation, equipment, and materials to remove, demolish, and replace the existing roof on MLGW's Electric Substations 36, 42, 45, 46, 64, and 71 located at various locations throughout Memphis, Shelby County, TN.	
Explanation of Action. (Contract/Purchase invoice payments, land purchase, dues, other)	This is an award.	
Where will the work take place? (MLGW facility or jobsite, etc.)	The work will take place at MLGW Substations 36, 42, 45, 46, 64 and 71 located at various locations throughout Memphis, Shelby County, TN.	
Why the need exists? (Contract/Purchase invoice payments, land purchase, dues, other)	The need exists to provide roof maintenance to ensure the integrity of the buildings.	
Are there any anticipated vendor issues? (If so, please explain)	No	
Are there any contract services, labor or IBEW issues? If yes, has cost comparison been provided to IBEW? Date Provided?	No	
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.	No	
If applicable, how was the recommendation determined? (Bid, RFQ or RFP) Bid		

BUDGET:

	Total	In 2025 Budget Year	After Budget Year
Amount Requested	\$312,370.30	\$187,422.18	\$124,948.12
2025 Budget*			
Amount Spent Year-to-Date	\$ 9,790,000.00		
2025 Budget Balance Available	\$ 57,212.53	\$ 9,732,787.47	
Budget Balance After Award		\$ 9,545,365.29	

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

☐ O&M

Project

Buildings/Structures

Expenditure Organization

0363200 Facilities Management and Maintenance

Expenditure Type

eAM Contracted Svcs

Task

Various

☒ Capital

Comments:

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

APPROVED:

Ronda Croft

07.22.2025

Budget & Financial Planning

Date

Rev. 11/01/2018

RESOLUTION SUMMARY

- 1. Short Title Description – Contract No. 12409 - Trash Removal Services**
- 2. Requested Funding – \$38,720.56**
- 3. Award Duration – July 13, 2025 through July 12, 2026**
- 4. Type of Bid – Sealed bid**
- 5. Awarded To – BFI Waste Services, LLC dba Republic Services of Memphis**
- 6. Plain Language Description – These funds are to expand our recycling program at MLGW to more facilities.**
- 7. Impact – This will help MLGW benefit our community and the environment by reducing landfill waste, pollution and conserving natural resources, allowing more employees the opportunity to recycle.**

EXCERPT
from
MINUTES OF MEETING
of
BOARD OF LIGHT, GAS AND WATER COMMISSIONERS
CITY OF MEMPHIS
held
September 3, 2025

The Manager of Procurement and Contracts recommends to the Board of Light, Gas and Water Commissioners the approval of Change No. 3 to Contract No. 12409 Trash Removal Services to BFI Waste Services, LLC dba Republic Services of Memphis to expand the scope of the current contract in the funded amount of \$38,720.56.

The project scope is to furnish all supervision, labor, transportation, and equipment to provide dumpsters at various MLGW properties for non-hazardous waste materials and trash disposal by the same Contractor. The contract award was selected based on the lowest and best bid received using the Sealed Bid process.

This change is to expand the scope of the current contract to add recycling services to allow more employees the opportunity to recycle. This change includes the following MLGW locations:

- 220 South Main Street (\$2932.08);
- 1665 Whitten Road (\$2932.08);
- 4949 Raleigh LaGrange (\$2932.08);
- 1111 East Shelby Drive (\$2799.00);
- 2935 Lamar Avenue (\$2799.00);
- 245 South Main Street (\$2799.00);
- 5131 Navy Road (\$2799.00);

- 1060 Tupelo Street (\$2932.08);
- 3020 Gill Road (\$2932.08);
- 6012 Winchester Road (\$2932.08); and
- 3773 Brunswick Road (\$2932.08)

The amount for this change is \$31,720.56. MLGW is also requesting contingency funds in the amount of \$7,000.00. The total amount for this change is \$38,720.56. The contract term will remain July 13, 2025 through July 12, 2026. This change complies with all applicable laws and policies. The new contract value is \$1,163,440.75.

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 Change No. 3 to Contract No. 12409, Trash Removal Services with BFI Waste Services, LLC dba Republic Services of Memphis to expand the scope of the current contract in the funded amount of \$38,720.56 as outlined the above preamble, is approved; and further,

THAT, the President, or his designated representative is authorized to execute the Change.

RESOLUTION

WHEREAS, the Board of Light, Gas and Water Commissioners in their meeting of September 3, 2025 approved Change No. 3 to Contract No. 12409, Trash Removal Services with BFI Waste Services, LLC dba Republic Services of Memphis to renew the current contract in the funded amount of \$38,720.56, and is now recommending to the Council of the City of Memphis that it approves said change as approved; and

WHEREAS, the project scope is to furnish all supervision, labor, transportation, and equipment to provide dumpsters at various MLGW properties for non-hazardous waste materials and trash disposal by the same Contractor. The contract award was selected based on the lowest and best bid received using the Sealed Bid process; and

WHEREAS, this change is to expand the scope of the current contract to add recycling services to allow more employees the opportunity to recycle. This change includes the following MLGW locations:

- 220 South Main Street (\$2932.08);
- 1665 Whitten Road (\$2932.08);
- 4949 Raleigh LaGrange (\$2932.08);
- 1111 East Shelby Drive (\$2799.00);
- 2935 Lamar Avenue (\$2799.00);
- 245 South Main Street (\$2799.00);
- 5131 Navy Road (\$2799.00);
- 1060 Tupelo Street (\$2932.08);
- 3020 Gill Road (\$2932.08);
- 6012 Winchester Road (\$2932.08); and
- 3773 Brunswick Road (\$2932.08)

The amount for this change is \$31,720.56. MLGW is also requesting contingency funds in the amount of \$7,000.00. The total amount for this change is \$38,720.56. The contract term will remain July 13, 2025 through July 12, 2026. This change complies with all applicable laws and policies. The new contract value is \$1,163,440.75; and

NOW THEREFORE BE IT RESOLVED BY THE Council of the City of Memphis, that there be and is hereby approved Change No. 3 to Contract No. 12409, Trash Removal Services with BFI Waste Services, LLC dba Republic Services of Memphis to expand the scope of the current contract in the funded amount of \$38,720.56 as approved.

CONTRACT CHANGE FORM

MEMPHIS LIGHT, GAS AND WATER DIVISION
CITY OF MEMPHIS
CONTRACT NUMBER 12409

CONTRACT CHANGE NO. 3
DATE OF CHANGE SEPTEMBER 3, 2025
SHEET 1 OF 3

TO: JASON WEST

BFI WASTE SERVICES, LLC DBA REPUBLIC SERVICES OF MEMPHIS

3840 HOMEWOOD ROAD

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 FURNISH ALL SUPERVISION, LABOR, TRANSPORTATION, AND EQUIPMENT TO PROVIDE DUMPSTERS AT VARIOUS MLGW PROPERTIES FOR NON-HAZARDOUS WASTE MATERIALS AND TRASH DISPOSAL BY THE SAME CONTRACTOR. THE CONTRACT AWARD WAS SELECTED BASED ON THE LOWEST AND BEST BID RECEIVED USING THE SEALED BID PROCESS.

THIS CHANGE IS TO EXPAND THE SCOPE OF THE CURRENT CONTRACT TO ADD RECYCLING SERVICES TO ALLOW MORE EMPLOYEES THE OPPORTUNITY TO RECYCLE. THIS CHANGE INCLUDES THE FOLLOWING MLGW LOCATIONS:

- 220 SOUTH MAIN STREET (\$2932.08);
- 1665 WHITTEN ROAD (\$2932.08);
- 4949 RALEIGH LAGRANGE (\$2932.08);
- 1111 EAST SHELBY DRIVE (\$2799.00);
- 2935 LAMAR AVENUE (\$2799.00);
- 245 SOUTH MAIN STREET (\$2799.00);
- 5131 NAVY ROAD (\$2799.00);
- 1060 TUPELO STREET (\$2932.08);
- 3020 GILL ROAD (\$2932.08);
- 6012 WINCHESTER ROAD (\$2932.08); AND
- 3773 BRUNSWICK ROAD (\$2932.08)

THE AMOUNT FOR THIS CHANGE IS \$31,720.56. MLGW IS ALSO REQUESTING CONTINGENCY FUNDS IN THE AMOUNT OF \$7,000.00. THE TOTAL AMOUNT FOR THIS CHANGE IS \$38,720.56. THE CONTRACT TERM WILL REMAIN JULY 13, 2025 THROUGH JULY 12, 2026. THIS CHANGE COMPLIES WITH ALL APPLICABLE LAWS AND POLICIES. THE NEW CONTRACT VALUE IS \$1,163,440.75.

CHANGE IN CONTRACT PRICE:

Contract Value	\$ 1,124,720.19
Change Amount	\$ <u>38,720.56</u> - Change No. <u>3</u>
Total Contract Amount	\$ 1,163,440.75

APPROVED BY THE BOARD OF LIGHT, GAS AND WATER COMMISSIONERS

APPROVED BY THE PRESIDENT

DATE

BOARD RESOLUTION TRANSMITTAL

Expenditure Org Executive: Von Goodloe
 Specialist: Arma Orr

Board Meeting Date: 9/3/2025
 Contract Number: 12409
 Purchase Commodity: _____
 Other (Non-Procurement Items): _____

Responsible Group (Requesting Area/ Contact Person) (Telephone number/email address)	363300 Managers Office Building Services and Grounds/Charles D. Barnes II/901-413-5348/charles.barnes@mlgw.org	
Scope: Contract <u>X</u> Purchase _____ Other _____	The project scope is to furnish all supervision, labor, transportation, and equipment to provide dumpsters at various MLGW properties for non-hazardous waste materials and trash disposal by the same Contractor.	
Explanation of Action. (Contract/Purchase invoice payments, land purchase, dues, other)	This change is to expand the scope of the current contract to add recycling services for various MLGW facilities covering the current term of July 13, 2025 through July 12, 2026.	
Where will the work take place? (MLGW facility or jobsite, etc.)	The work will take place at various MLGW facilities.	
Why the need exists? (Contract/Purchase invoice payments, land purchase, dues, other)	The need exists to provide non-hazardous trash removal services and recycle services for MLGW facilities.	
Are there any anticipated vendor issues? (If so, please explain)	No	
Are there any contract services, labor or IBEW issues? If yes, has cost comparison been provided to IBEW? Date Provided?	No	
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.	No	
If applicable, how was the recommendation determined? (Bid or RFP) <u>Sealed Bid</u>		

BUDGET:

Amount Requested

2025 Budget*

Amount Spent Year-to-Date

2025 Budget Balance Available

Budget Balance After Award

Total	In 2025	Budget Year	After Budget Year
\$ 38,720.56	\$ 16,133.75		\$ 22,586.81
\$ 2,406,000.00			
\$ 1,792,153.34	\$ 613,846.66		
	\$ 597,712.91		

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

☒ O&M☐ Capital

Project

Expenditure Organization

Expenditure Type

Task

Bldg Svcs Grounds R2024

0363300 Managers Office Building Services Grounds

Contracted Svc-Other

Admin Expense

Comments: If it is a design for a capital project it'll fall under Capital. If it's a design for an O&M project it'll fall under O&M.

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

APPROVED:

Ronda Croft

Budget & Financial Planning

07.29.2025

Date

Rev. 11/01/2018

Contractor:

Republic Services of Memphis

9/3/2025

Contract Number: 12409

Actions		Date	Amount
Original Award	Award	07.13.2023	\$348,232.32
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 July 13, 2024 through July 12, 2025 in the amount of \$348,232.00, which does not reflect an increase in rates from the initial term.	5/1/2024	\$348,232.32
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 July 13, 2025 through July 12, 2026 in the amount \$383,055.55 which reflects a negotiated 9.9% increase from the previous renewal due to CPI and cost for disposal. MLGW is requesting contingency funds of \$20,000.00 for any unforeseen circumstances. The total amount of this renewal is \$403,055.55.	4/2/2025	\$428,255.55
	Current Contract Amount		\$1,124,720.19
	Amount Paid to Date as of 08.12.2025		\$704,016.10
	Current Contract Balance		\$420,704.09
Change Order No. 3	<p><i>This change is to expand the scope of the current contract to add recycling services to allow more employees the opportunity to recycle. This change includes the following MLGW locations:</i></p> <ul style="list-style-type: none"> •220 South Main Street (\$2932.08); •1665 Whitten Road (\$2932.08); •4949 Raleigh LaGrange (\$2932.08); •1111 East Shelby Drive (\$2799.00); •2935 Lamar Avenue (\$2799.00); •245 South Main Street (\$2799.00); •5131 Navy Road (\$2799.00); •1060 Tupelo Street (\$2932.08); •3020 Gill Road (\$2932.08); •6012 Winchester Road (\$2932.08); and •3773 Brunswick Road (\$2932.08) <p><i>The amount for this change is \$31,720.56. MLGW is also requesting contingency funds in the amount of \$7,000.00. The total amount for this change is \$38,720.56. The contract term will remain July 13, 2025 through July 12, 2026.</i></p>	9/3/2025	\$38,720.56
	Available Balance		\$459,424.65
	Cumulative Contract Value		\$1,163,440.75
<p><i>Note: MLGW's Bulding Services and Grounds Department anticipates more invoices for services rendered by the Vendor which will utilize the available balance through the end of the current contract term of July 12, 2026.</i></p>			



6.22.25

To whom it may concern:

Republic Services is willing to add recycling to the current Trash Contract number 12409 term covering 7/13/2025 through 7/12/2026.

Please see addendum with pricing for the added recycling services. This amount will be in addition to the approved renewal of said contract for 2025-2026

Recycle Locations/Cost

Location	Total Annual Occurrences	Monthly Pick-Up Cost	Monthly Fuel Cost	Yearly Pick-Up + Fuel Cost
A. 220 South Main St.	12	\$244.34	\$0	\$2932.08
B. 1665 Whitten Rd.	12	\$244.34	\$0	\$2932.08
C. 4949 Raleigh LaGrange	12	\$244.34	\$0	\$2932.08
D. 1111 East Shelby Dr.	12	\$223.25 233.25 BK	\$0	\$2799.00
E. 2935 Lamar Ave.	12	\$233.25	\$0	\$2799.00
F. 245 South Main St.	12	\$233.25	\$0	\$2799.00
G. 5131 Navy Rd.	12	\$233.25	\$0	\$2799.00
H. 1060 Tupelo St.	12	\$244.34	\$0	\$2932.08
I. 3020 Gill Rd.	12	\$244.34	\$0	\$2932.08
J. 6012 Winchester Rd.	12	\$244.34	\$0	\$2932.08
K. 3773 Brunswick Rd.	12	\$244.34	\$0	\$2932.08
	Total	\$2643.38	\$0	\$31720.56

Brittany King

Brittany King
901.508.7378
Sales Manager

Signed by:

Charles D. Barnes 8/15/2025

9E89D753B5FE44E...

RESOLUTION SUMMARY

- 1. Short title description – Contract No. 12060 – DOT Drug and Alcohol Testing**
- 2. Funded Amount - \$275,000.00**
- 3. Award Duration – September 15, 2025 through September 14, 2026**
- 4. Type of Bid – Sealed Bid**
- 5. Awarded to – Midsouth Drug Testing**
- 6. Plain Language Description –This contract is to furnish supervision, materials, labor, and transportation to collect and transport urine specimens to a certified laboratory, perform laboratory analysis of specimens, and provide re-testing associated with storage and record keeping.**
- 7. Impact – Requirement to comply with the Department of Transportation (DOT) Drug Testing Guidelines, 49 CFR Part 199 and Part 40, both current and as amended.**

EXCERPT
from
MINUTES OF MEETING
of
BOARD OF LIGHT, GAS AND WATER COMMISSIONERS
CITY OF MEMPHIS
held
September 3, 2025

The Manager of Procurement and Contracts recommends to the Board of Light, Gas and Water Commissioners the approval of Extension (*Change No. 6*) to Contract No. 12060, DOT Drug and Alcohol Testing with Mid-South Drug Testing, Incorporated to extend the current contract in the funded amount of \$275,000.00

The project scope is to furnish supervision, materials, labor, and transportation to collect and transport urine specimens to a certified laboratory, perform laboratory analysis of specimens, and provide re-testing associated with storage and record keeping. These functions are in accordance with the Department of Transportation (DOT) Drug Testing Guidelines, 49 CFR Part 199 and Part 40, both current and as amended. This contract award was based on the lowest and best bid using the Sealed Bid process.

This change is to extend the current contract for an additional one (1) year covering the period September 15, 2025 through September 14, 2026 in the amount of \$275,000.00, with no increase in rates from the previous term. This extension is needed to allow MLGW additional time to solicit bids for a new contract for this service. This extension complies with all applicable laws and policies. The new contract value is \$900,000.00.

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

THAT, the approval of Extension (*Change No. 6*) to Contract No. 12060, DOT Drug and Alcohol Testing with Mid-South Drug Testing, Incorporated to extend the current contract in the funded amount of \$275,000.00 as outlined in the foregoing preamble, is approved and further,

THAT, the President, or his designated representative is authorized to execute the Extension

RESOLUTION

WHEREAS, the Board of Light, Gas and Water Commissioners in their meeting of September 3, 2025 approved Extension (*Change No. 6*) to Contract No. 12060, DOT Drug and Alcohol Testing with Mid-South Drug Testing, Incorporated to extend the current contract in the funded amount of \$275,000.00, and is now recommending to the Council of the City of Memphis that it approves said extension as approved; and

WHEREAS, the project scope is to furnish supervision, materials, labor, and transportation to collect and transport urine specimens to a certified laboratory, perform laboratory analysis of specimens, and provide re-testing associated with storage and record keeping. These functions are in accordance with the Department of Transportation (DOT) Drug Testing Guidelines, 49 CFR Part 199 and Part 40, both current and as amended. This contract award was based on the lowest and best bid using the Sealed Bid process; and

WHEREAS, this change is to extend the current contract for an additional one (1) year covering the period September 15, 2025 through September 14, 2026 in the amount of \$275,000.00, with no increase in rates from the previous term. This extension is needed to allow MLGW additional time to solicit bids for a new contract for this service. This extension complies with all applicable laws and policies. The new contract value is \$900,000.00; and

NOW THEREFORE BE IT RESOLVED by the Council of the City of Memphis, that there be and is hereby approved Extension (*Change No. 6*) to Contract No. 12060, DOT Drug and Alcohol Testing with Mid-South Drug Testing, Incorporated to extend the current contract in the funded amount of \$275,000.00 as approved.

CONTRACT CHANGE FORM

MEMPHIS LIGHT, GAS AND WATER DIVISION
CITY OF MEMPHIS
CONTRACT NUMBER 12060

CONTRACT CHANGE NO. 6
DATE OF CHANGE SEPTEMBER 3, 2025
SHEET 1 OF 2

TO: MS. KELLY DOBBINS

MID-SOUTH DRUG TESTING, INCORPORATED

950 MT. MORIAH ROAD, SUITE 101

MEMPHIS, TN 38117

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 TO FURNISH SUPERVISION, MATERIALS, LABOR, AND TRANSPORTATION TO COLLECT AND TRANSPORT URINE SPECIMENS TO A CERTIFIED LABORATORY, PERFORM LABORATORY ANALYSIS OF SPECIMENS, AND PROVIDE RE-TESTING ASSOCIATED WITH STORAGE AND RECORD KEEPING. THESE FUNCTIONS ARE IN ACCORDANCE WITH THE DEPARTMENT OF TRANSPORTATION (DOT) DRUG TESTING GUIDELINES, 49 CFR PART 199 AND PART 40, BOTH CURRENT AND AS AMENDED. THIS CONTRACT AWARD WAS BASED ON THE LOWEST AND BEST BID USING THE SEALED BID PROCESS.

THIS CHANGE IS TO EXTEND THE CURRENT CONTRACT FOR AN ADDITIONAL ONE (1) YEAR COVERING THE PERIOD SEPTEMBER 15, 2025 THROUGH SEPTEMBER 14, 2026 IN THE AMOUNT OF \$275,000.00, WITH NO INCREASE IN RATES FROM THE PREVIOUS TERM. THIS EXTENSION IS NEEDED TO ALLOW MLGW ADDITIONAL TIME TO SOLICIT BIDS FOR A NEW CONTRACT FOR THIS SERVICE. THIS EXTENSION COMPLIES WITH ALL APPLICABLE LAWS AND POLICIES. THE NEW CONTRACT VALUE IS \$900,000.00.

CHANGE IN CONTRACT PRICE:

Contract Amount	\$625,000.00
Change Amount	<u>\$275,000.00</u> - Extension (<i>Change No. 6</i>)
Total Contract Amount	\$900,000.00

APPROVED BY THE BOARD OF LIGHT, GAS AND WATER COMMISSIONERS

APPROVED BY THE PRESIDENT

DATE

BOARD RESOLUTION TRANSMITTAL

Expenditure Org Executive: Alonzo Weaver Board Meeting Date: 9/3/2025
 Procurement Contracts Specialist: Shanikka Tate Purchase Order/Requisition Number: 12060
 Purchase Commodity: _____
 Other (Non-Procurement Items): _____

Responsible Group (Requesting Area/ Contact Person) (Telephone number/email address)	Director HRBP Risk Management and Employee Services / Jameika Ward / 901-528-4323 / jward@mlgw.org	
Scope: Contract <input checked="" type="checkbox"/> _____ Purchase _____ Other _____	The project scope is to furnish supervision, materials, labor, and transportation to collect and transport urine specimens to a certified laboratory, perform laboratory analysis of specimens, and provide re-testing associated with storage and record keeping. These functions are in accordance with the Department of Transportation (DOT) Drug Testing Guidelines, 49 CFR Part 199 and Part 40, both current and as amended.	
Explanation of Action. (Contract/Purchase invoice payments, land purchase, dues, other)	This change is to extend the current contract for an additional one (1) year covering the period September 15, 2025 through September 14 2026.	
Where will the work take place? (MLGW facility or jobsite, etc.)	This work will take place at MLGW facilities and Mid-South Drug Testing locations.	
Why the need exists? (Contract/Purchase invoice payments, land purchase, dues, other)	The need exists to comply with the Department of Transportation (DOT) Drug Testing Guidelines, 49 CFR Part 199 and Part 40, both current and as amended.	
Are there any anticipated vendor issues? (If so, please explain)	No	
Are there any contract services, labor or IBEW issues? If yes, has cost comparison been provided to IBEW? Date Provided?	No	
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.	No	
If applicable, how was the recommendation determined? (Bid, RFQ or RFP) Sealed Bid		

BUDGET:

Amount Requested

2025 Budget*

Amount Spent Year-to-Date

2025 Budget Balance Available

Budget Balance After Award

	Total	In 2025 Budget Year	After Budget Year
Amount Requested	\$ 275,000.00	\$ 75,000.00	\$ 200,000.00
2025 Budget*	\$ 562,000.00		
Amount Spent Year-to-Date	\$ -		
2025 Budget Balance Available		\$ 562,000.00	
Budget Balance After Award		\$ 487,000.00	

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

☒ O&M☐ Capital

Project

Expenditure Organization

Expenditure Type

Task

Dir HRBP Risk Mgmt EmpSrv0404000 Director HRBP Risk Management and Employee ServicesOutside Svc-Other ProfessionalAdmin Expense

Comments:

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

APPROVED:

Ronda Croft

08.22.2025

Budget & Financial Planning

Date

Rev. 11/01/2018

Contractor:

Mid-South Drug and Alcohol Testing, Incorporated
9/3/2025

Contract Number: 12060

Actions		Date	Amount
Original Award		6/5/2019	\$125,000.00
Change Order No. 1	This change was to renew the current contract for the first of four (4) annual renewal terms covering the period of September 15, 2020 through September 14, 2021, with no increase in rates from the initial term.	8/5/2020	\$125,000.00
Change Order No. 2	This change was to renew the current contract for the second of four (4) annual renewal terms covering the period September 15, 2021 through September 14, 2022, with no increase in rates from the previous term.	5/19/2021	\$125,000.00
Change Order No. 3	This change was to renew the current contract for the third of four (4) annual renewal terms covering the period September 15, 2022 through September 14, 2023, with no increase in rates from the previous term.	7/20/2022	\$125,000.00
Change Order No. 4	This change was to renew the current contract for the fourth and final annual renewal term covering the period September 15, 2023 through September 14, 2024, with no increase in rates from the previous term.	4/12/2023	\$125,000.00
Change Order No. 5	This change was to extend the current contract for an additional one (1) year covering the period September 15, 2024 through September 14, 2025, with no increase in rates from the previous term. The extension is needed to allow MLGW additional time to seek a new contract for this service.	9/4/2024	\$0.00
Current Contract Value			\$625,000.00
Amount Paid to Date as of 08.22.2025			\$623,035.69
Current Contract Balance			\$1,964.31
<i>Extension (Change Order No. 6)</i>	<i>This change is to extend the current contract for an additional one (1) year covering the period September 15, 2025 through September 14, 2026 in the amount of \$275,000.00, with no increase in rates from the previous term. This extension is needed to allow MLGW additional time to solicit bids for a new contract for this service.</i>	<i>9/3/2025</i>	<i>\$275,000.00</i>
Available Balance			\$276,964.31
Cumulative Contract Value			\$900,000.00



August 19, 2025

Denise Bamberg
Jameika Ward
Manager, Labor Engagement Diversity & Inclusion
Memphis Light, Gas, and Water Division
220 South Main
Memphis, Tennessee 38103

RE: Mid-South Drug Testing, Inc. Requested Contract Renewal

Dear Ms. Bamberg,

Mid-South Drug Testing, Inc. would like to extend MLGW Contract #12060 until September 14, 2026. There will be no rate increase at this time.

Sincerely,

Amy Chambers, CPCT, BAT Instructor
Operations & Compliance Manager

On behalf of:

Kelly L. Dobbins, MA, MCPCT-U/OF, BAT Instructor
CEO & President

RESOLUTION SUMMARY

- 1. Short Title Description – Contract No. 12584 – MLGW Safety Boot Program**
- 2. Requested Funding – \$342,000.00**
- 3. Award Duration – One (1) year from the date of the Notice to Proceed with an option of three (3) annual renewal terms.**
- 4. Type of Bid – RFP**
- 5. Awarded To – Tyndale Enterprises, Inc.**
- 6. Plain Language Description – This contract is to supply protective boots for employees that are at risk of a toe injury due to nature of work and risk association. This is an online safety boot program. Designated employees will have an allotment of dollars to spend each year on protective footwear. The program allow employees to buy from that allotment, shipping included and free returns from a trusted vendor with a wide selection of popular styles and brands.**
- 7. Impact – A safety boot program equips employees with proper protective footwear to prevent foot injuries, reduce workers' compensation costs, and ensure compliance with OSHA safety standards.**

EXCERPT
from
MINUTES OF MEETING
of
BOARD OF LIGHT, GAS AND WATER COMMISSIONERS
CITY OF MEMPHIS
held
September 3, 2025

The Manager of Procurement and Contracts recommends to the Board of Light, Gas and Water Commissioners that it awards Contract No. 12584, MLGW Safety Boot Program to Tyndale Enterprises, Inc. in the funded amount of \$342,000.00.

The project scope is to supply safety boots for MLGW's workforce. The program specifically targets employees who are at risk of toe injuries, ensuring that all affected personnel have access to high-quality safety footwear which meets applicable industry standards.

The Request for Proposal was advertised using MLGW's Online Bid Notification System on May 8, 2025. MLGW solicited (7) firms. Five (5) proposals were received on June 12, 2025; of which, one (1) proposal was deemed non-compliant due to the firm failing to submit the required Signature Page with their proposal. The most responsive proposal received was from Tyndale Enterprises, Inc. which was evaluated based on the following criteria: 1) Boot Quality and Compliance; 2) Boot Selection and Availability; 3) Order Process and User Experience; 4) Pricing and Cost Effectiveness; 5) Inventory Management and Delivery; 6) Returns, Exchanges, and Warranty; 7) Program Management and Customer Support; and 8) Data Security and Compliance. The total funded amount for this award is \$342,000.00. The term of this contract is one (1) year from the date of the Notice to Proceed with an option of three (3) annual renewal terms. This award complies with all applicable laws and policies.

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 award of Contract No. 12584, MLGW Safety Boot Program to Tyndale Enterprises, Inc. in the funded amount of \$342,000.00, as outlined in the foregoing preamble, is approved and further,

THAT, the President, or his designated representative is authorized to execute the Award.

RESOLUTION

WHEREAS, the Board of Light, Gas and Water Commissioners in their meeting of September 3, 2025 awarded Contract No. 12584, MLGW Safety Boot Program to Tyndale Enterprises, Inc. in the funded amount of \$342,000.00, and is now recommending to the Council of the City of Memphis that it approves said award as approved; and

WHEREAS, the project scope is to supply safety boots for MLGW's workforce. The program specifically targets employees who are at risk of toe injuries, ensuring that all affected personnel have access to high-quality safety footwear which meets applicable industry standards; and

WHEREAS, the Request for Proposal was advertised using MLGW's Online Bid Notification System on May 8, 2025. MLGW solicited (7) firms. Five (5) proposals were received on June 12, 2025; of which, one (1) proposal was deemed non-compliant due to the firm failing to submit the required Signature Page with their proposal. The most responsive proposal received was from Tyndale Enterprises, Inc. which was evaluated based on the following criteria: 1) Boot Quality and Compliance; 2) Boot Selection and Availability; 3) Order Process and User Experience; 4) Pricing and Cost Effectiveness; 5) Inventory Management and Delivery; 6) Returns, Exchanges, and Warranty; 7) Program Management and Customer Support; and 8) Data Security and Compliance. The total funded amount for this award is \$342,000.00. The term of this contract is one (1) year from the date of the Notice to Proceed with an option of three (3) annual renewal terms. 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 an award of Contract No. 12584, MLGW Safety Boot Program to Tyndale Enterprises, Inc. in the funded amount of \$342,000.00 as approved.

MEMPHIS LIGHT, GAS & WATER DIVISION INTERDEPARTMENTAL

TO: Board of Commissioners
FROM: Randy Orsby - Manager of Procurement and Contracts
SUBJECT: Contract No. 12584, MLGW Safety Boot Program

DATE: 9/3/2025

The Contracts Management Department, with an outline of work to be provided by the Corporate Safety Department, solicited proposals to supply safety boots for MLGW's workforce. The program specifically targets employees who are at risk of toe injuries, ensuring that all affected personnel have access to high-quality safety footwear which meets applicable industry standards.

The Request for Proposal was advertised using MLGW's Online Bid Notification System on May 8, 2025. MLGW solicited (7) firms. Five (5) proposals were received on June 12, 2025; of which, one (1) proposal was deemed non-compliant due to the firm failing to submit the required Signature Page with their proposal. The most responsive proposal received was from Tyndale Enterprises, Inc. which was evaluated based on the following criteria: 1) Boot Quality and Compliance; 2) Boot Selection and Availability; 3) Order Process and User Experience; 4) Pricing and Cost Effectiveness; 5) Inventory Management and Delivery; 6) Returns, Exchanges, and Warranty; 7) Program Management and Customer Support; and 8) Data Security and Compliance. The total funded amount for this award is \$342,000.00. The term of this contract is one (1) year from the date of the Notice to Proceed with an option of three (3) annual renewal terms. This award complies with all applicable laws and policies.

Respondent	Score Received	Total Score Received with Local Bidding Preference/Presence Applied	Comments
Tyndale Enterprises, Inc. 5050 Applebutter Road Pipersville, PA 18947	8.3	8.3	The Respondent did not provide documentation to be considered for the Local Bidding Preference or Presence.
Red Wing Brands of America, Inc. 314 Main Street Red Wing, MN 55066	7.9	7.9	The Respondent did not provide documentation to be considered for the Local Bidding Preference or Presence.
Sid Boedecker Safety Shoe Service 6822 Hazelwood Avenue St. Louis, MO 63134	7.1	7.1	The Respondent did not provide documentation to be considered for the Local Bidding Preference or Presence.
Reliable High Performance Products, Inc. 123 East Street Carol Street, IL 60188	4.7	4.7	The Respondent did not provide documentation to be considered for the Local Bidding Preference or Presence.
Lehigh Outfitters, Inc. 39 East Canale Street Nelsonville, OH 45764	N/A-The Respondent was deemed non-responsive as they failed to submit the required Signature Page	N/A	The Respondent did not provide documentation to be considered for the Local Bidding Preference or Presence.

MLGW through its evaluation and selection process recommends the award of Contract No. 12584, MLGW Safety Boot Program to Tyndale Enterprises, Inc. in the funded amount of \$342,000.00.

BOARD RESOLUTION TRANSMITTAL

Expenditure Org Executive: Betty Hartwell Board Meeting Date: 9/3/2025
 Procurement Contracts Specialist: Arma Orr Purchase Order/Requisition Number: 12584
 Purchase Commodity: _____
 Other (Non-Procurement Items): _____

Responsible Group (Requesting Area/ Contact Person) (Telephone number/email address)	Nathan Ray, 0401040, Nray@mlgw.org, 901-786-4838	
Scope: Contract <input checked="" type="checkbox"/> <u>X</u> Purchase _____ Other _____	The project scope is to supply safety boots for MLGW's workforce. The program specifically targets employees who are at risk of toe injuries, ensuring that all affected personnel have access to high-quality safety footwear which meets applicable industry standards.	
Explanation of Action. (Contract/Purchase invoice payments, land purchase, dues, other)	This is an award.	
Where will the work take place? (MLGW facility or jobsite, etc.)	The work will take place on-line.	
Why the need exists? (Contract/Purchase invoice payments, land purchase, dues, other)	The need exist to provide protective footwear for at risk employees susceptible to toe injuries.	
Are there any anticipated vendor issues? (If so, please explain)	No	
Are there any contract services, labor or IBEW issues? If yes, has cost comparison been provided to IBEW? Date Provided?	No	
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.	No	
If applicable, how was the recommendation determined? (Bid, RFQ or RFP) RFP		

BUDGET:

Amount Requested

2025 Budget*

Amount Spent Year-to-Date

2025 Budget Balance Available

Budget Balance After Award

	Total	In 2025 Budget Year	After Budget Year
\$	342,000.00	\$ -	\$ 342,000.00
\$	-		
\$	183,954.04	\$ (183,954.04)	
		\$ (183,954.04)	

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

☒ O&M☐ Capital

Project

Expenditure Organization

Expenditure Type

Task

Safety Engr Compliance

0401040 Safety Engineering and Compliance

General Protective Equip

Admin Expense

Comments:

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

APPROVED:

Ronda Croft

08.07.2025

Budget & Financial Planning

Date

Rev. 11/01/2018



MEMPHIS LIGHT, GAS AND WATER DIVISION

DATE: July 11, 2025

TO: See Distribution List Below

RE: Notification of the Intent to Award
Contract No. 12584 ~ MLGW Safety Boot Program

On behalf of MLGW thank you for participating in the recent RFP process for **Contract No. 12584 ~ MLGW Safety Boot Program** in which proposals were received on **June 12, 2025**.

After a deliberation of proposals received, a Notification of the Intent to Award recommendation to **Tyndale Enterprises, Inc.,** for the referenced RFP has been received in the Contracts Management Department.

*It should be noted that **Contract No. 12584** is not legally effective until both the LGW Board of Commissioners and Memphis City Council approves its minutes. In addition, both the Vendor and MLGW must sign the Contract Documents. It should also be noted that no oral communications relating to the Contract Documents is effective and binding on you and MLGW.*

Again, thank you for your interest in doing business with MLGW. Please do not hesitate to contact me via email at aorr@mlgw.org or by phone at 901-528-4020 if you have any questions or concerns.

Sincerely,

Arma Orr

Arma Orr
Procurement Contracts Specialist II
Contracts Management Department
Memphis Light, Gas and Water Division
Office: 901-528-4020
Email: aorr@mlgw.org

Distribution List:

- ❖ Tyndale Enterprises, Inc.~5050 Applebutter Road, Pipersville, PA 18947
- ❖ Redwing Brands of America, Inc.~314 Main Street, Red Wing, MN 55066
- ❖ Sid Boedecker Safety Shoe Service~6822 Hazelwood Avenue, St. Louis, MO 61314
- ❖ Reliable High Performance Products, Inc.~123 East Street, Carol Stream, IL 60188
- ❖ Lehigh Outfitters, Inc.~39 East Canale Street, Nelsonville, OH 45764

cc: Timothy Bishop

/ao