

**Boston Water and
Sewer Commission**

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BOSTON, MA

MEETING OF THE
BOSTON WATER AND SEWER COMMISSION
980 HARRISON AVENUE
BOSTON, MA 02119

OCTOBER 29, 2012

MEETING NO. 2012-10

AGENDA

- I. Call to Order
 - A. Minutes of Meetings
 - 1. Minutes of the September 20, 2012 Meeting
 - B. Executive Director's Report
 - C. Information Report
 - 1. Disbursement Ratification 9/01/12 - 9/30/12

- II. General Management Issues
 - 1. September 2012 Capital Improvement Program Budget Variance Report
 - 2. September 2012 Revenue and Expense Analysis
 - 3. September 2012 Monthly Management Report
 - 4. Informational Report on Change Orders Granted September 1 through September 30, 2012



III. Proposals and Contracts

A. Engineering Department

1. Commission authorization requested to Advertise a Request for Proposals (RFP) for a Water Pipe Corrosion Study
2. Commission authorization requested to advertise for bids for Contract 12-308-010, Water and Sewer Works Improvements in South Boston.
3. Commission authorization requested to authorize appropriate staff to negotiate and the Executive Director to execute a contract with ADS Environmental Services (ADS) for Engineering Services to develop a metering program for monitoring combined sewer overflows (CSOs) not to exceed \$425,000.00. This program will serve as a pilot for the Commission's CSO Public Notification Program. The CSO National Pollutant Discharge Elimination System (NPDES) Permit requires the Commission to provide public notification.
4. Commission authorization requested to authorize the Executive Director to execute a three year contract with Stantec to develop and implement an Industrial Facility Stormwater Pollution Prevention Program for an amount not to exceed \$1,128,343.00.
5. Commission authorization requested to authorize the Executive Director to advertise for bids for Contract No. 12-308-001, Replacement and Rehabilitation of Water, Sewer and Drain Pipes in Hyde Park.



B. Operations

1. Commission authorization requested to authorize the Executive Director to utilize the United States Postal Service for mail-related services in 2013 in an amount not-to-exceed \$175,000.00.
2. Commission authorization requested to authorize the Executive Director to advertise a three-year contract for carpet cleaning services at the Commission's Headquarters Building at 980 Harrison Avenue. The contract would be in effect for the three-year period beginning January 1, 2013 through December 31, 2015. The cost of the three-year contract is estimated to be \$50,000.00.
3. Commission authorization requested to authorize the Executive Director to advertise for bids an annual contract in 2013 for the disposal of sewer cleanings from the Material Handling Facility. The estimated cost of the contract would be \$160,000.00.
4. Commission authorization requested to authorize the Executive Director to advertise for a three-year contract for preventative maintenance and repair services for overhead doors at the Commission's Headquarters Building and Material Handling Facility. The cost of the three-year service is estimated to be \$38,000.00. The contract period will be January 1, 2013 through December 31, 2015.
5. Commission authorization requested to authorize the Executive Director to award Contract No. 12-201-013 for furnishing and installation of carpet tile to Santangelo Flooring of Dorchester, Massachusetts, the lowest responsive bidder of two (2) bidders, in an amount not-to-exceed \$65,003.50.



6. Commission authorization requested to authorize the Executive Director to award Contract No. 12-103-009 for the purchase of miscellaneous lead-free brass fittings to Stiles Company of Norwood, Massachusetts, the lowest responsible bidder of three (3) bidders, in an amount not-to-exceed \$45,046.22.

7. Commission authorization requested to authorize the Executive Director to amend Contract No. 12-303-008, "Citywide Catch Basin Cleaning". The contract would be amended by increasing the contract amount by \$132,000.00 for a new total contract amount of \$600,449.20. This is an increase of approximately 28% over the current contract amount of \$468,449.20.

C. Administration

D. Finance

1. Commission authorization requested to advertise for bids for fiscal year 2013, contracts of repetitively purchased goods and non-professional services, which are necessary to maintain continuing operations of the Commission.

E. Planning and Development

1. Commission authorization requested to authorize a modification to the Commission's Building Sewer or Sewer Lateral Program to include financial assistance to property owners with a leaking building sewer or sewer lateral that is infiltrating sewerage into the storm drain system.



F. Miscellaneous

1. Commission authorization requested to approve the creation of two (2) professional staff positions in the Engineering Planning Department to advance compliance efforts required under the Consent Decree.

IV. Personnel Actions

- A. New Hires Report

V. Legal

- A. Litigation
- B. Hearings

VI. Other Business