

# City of Gainesville

City Hall  
200 East University Avenue  
Gainesville, Florida 32601



## **Meeting Agenda**

**November 14, 2019**

**5:30 PM**

**City Hall Auditorium**

## **Utility Advisory Board**

*Mary Alford (Member)*  
*Michael Selvester (Member)*  
*Wendell Porter (Member)*  
*Wes Wheeler (Member)*  
*Barry Jacobson (Member)*  
*Carla Miles (Member)*  
*Theresa Spurling-Wood (Non-Voting Member)*  
*Tim Rockwell (Member)*  
*Don Davis (Non-Voting Member)*

*Persons with disabilities who require assistance to participate in this meeting are requested to notify the Office of the Equal Opportunity at 334-5051 or call TDD phone line at 334-2069 at least two business days in advance.*

**CALL TO ORDER****ROLL CALL****ADOPTION OF CONSENT ITEMS**[190603.](#)**Minutes of the September 24, 2019 UAB Workshop, October 10, 2019 UAB Regular Meeting and October 16, 2019 Workshop (B)**

*Explanation:* The minutes of the September 24th workshop were presented for approval at the October 16th workshop but due to lack of a quorum, the board chose to defer approval to the next regular meeting. Staff has also prepared and presents for approval, minutes from the October 10, 2019 regular UAB meeting and the October 16, 2019 workshop.

*Fiscal Note:* None.

**RECOMMENDATION**            Approve the three sets of minutes as drafted.

[190603 UAB 9-24-19 Workshop Minutes 20191114](#)

[190603 UAB 10-10-19 Meeting Minutes 20191114](#)

[190603 UAB 10-16-19 Workshop Minutes 20191114](#)

[190617.](#)**Contract Award to Vertex Data Utility Services, LLC for Bill Payment and Presentment Services (B)**

This item is a request to approve the recommended award and execute a contract with Vertex Data Utility Services, LLC for Utility Bill printing, mail, electronic presentment, payment processing, and customer self-service.

*Explanation:* GRU currently contracts with multiple vendors for utility Bill printing, mail, electronic presentment services, and payment processing. Staff is now seeking to consolidate these services to improve delivery of these services to GRU customers.

On October 16, 2018, GRU issued Invitations to Negotiate (ITN) to provide bill printing, mail, presentment, and payment services to support GRU's customers. The ITN process was implemented in compliance with, and as required by, City of Gainesville procurement policies.

*Fiscal Note:* GRU Customer Operations estimates the annual cost of this contract to be \$640,000. Estimate is based on historical volumes for each service line item. Additionally there will be a one-time fee of \$18,063 to implement American with Disabilities Act accessibility features on the Customer Self-Service Portal. GRU Customer Operations currently budgets \$651,000 for these services. The impact to budget is \$8,000 increase of

*the first year and no impact to existing budget for subsequent years.*

**RECOMMENDATION**

*The City Commission authorize the GRU General Manager or designee to execute a contract with Vertex Data Utility Services, LLC, for Bill Payment and Presentment Services, subject to approval by the City Attorney as to form and legality.*

[190617\\_Billing Bid Tab\\_20191114](#)

## **ADOPTION OF THE AGENDA**

## **CITIZEN COMMENT**

## **STATE OF THE UTILITY**

[190604.](#)

### **GRU Operational Update for the Month of October 2019 (B)**

*Explanation: Staff has prepared a report of statistical data from GRU's operations in the month of October 2019.*

*Fiscal Note: None.*

**RECOMMENDATION**

*Receive report.*

## **OLD BUSINESS**

[180258.](#)

### **Utility Advisory Board's Draft Energy Policy for the City of Gainesville (B)**

*Explanation: The City Commission and UAB met jointly on October 30, 2018, to discuss the UAB's draft work plan. The Board expressed the desire to focus on creation of an energy policy for the City of Gainesville and the Commission agreed. The UAB held a series of workshops to work on crafting the policy document and presented the draft to the City Commission in a joint meeting on April 23, 2019. The Commission received the presentation and gave direction for the Board to continue their work. Since that time, the Board has discussed the policy document at each of their monthly scheduled regular meetings and their monthly scheduled workshops. They continued their work at their workshop on October 16, 2019 to prepare for a joint workshop with the City Commission on October 22, 2019.*

*Following Chair Selvester's presentation at the joint UAB/City Commission meeting on October 22, 2019, the Commission gave direction to have both GRU and GG staff do an analysis of the energy policy for potential impacts on operations and bring it back for further discussion.*

*Fiscal Note: None at this time.*

**RECOMMENDATION**

*Discuss and take any action deemed appropriate.*

- [180258 Miles 4.1-4.3 Energy Policy Draft 20190711](#)
- [180258 Selvester 7-17-19 Econ Dev Draft 20190723](#)
- [180258 Utility and Energy Policy Draft - ROCKWELL 20190808](#)
- [180258 Utility Energy Policy Draft Econ Dev DAVIS 20190808](#)
- [180258 Utility Energy Policy Draft PORTER 20190808](#)
- [180258 Utility Energy Policy Draft WHEELER 20190808](#)
- [180258 Utility Energy Policy Draft SELVESTER 20190808](#)
- [180258 Utility Energy Policy Draft Spurling-Wood 20190808](#)
- [180258 Utility Energy Policy Draft Financing DAVIS 20190808](#)
- [190098 Alford 8-26-19 Draft HVAC Design 20190827](#)
- [190098 Selvester 8-23-19 Master Draft 20190827](#)
- [180258 Master Draft Energy + Util Policy 20190919](#)
- [180258 Util Energy Policy Draft Wheeler 20190919](#)
- [180258 4.4-Util Energy Policy Draft Davis 20190919](#)
- [180258 Util Energy Policy Draft Wheeler Rockwell20190930](#)

**NEW BUSINESS**

**MEMBER COMMENT**

**CITIZEN COMMENT**

**NEXT MEETING DATE**

*December 12, 2019*

**ADJOURNMENT**