

# City of Gainesville

City Hall  
200 East University Avenue  
Gainesville, Florida 32601



## **Meeting Agenda**

**February 13, 2020**

**5:30 PM**

**MODIFIED**

**City Hall Auditorium**

## **Utility Advisory Board**

*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**[190963.](#)**UAB January 9, 2020 Meeting Minutes (B)**

*Explanation:* Staff has prepared minutes of the UAB's January 9, 2020 meeting.

*Fiscal Note:* None.

**RECOMMENDATION**

Approve minutes as drafted.

[190963\\_UAB\\_1-9-20\\_Meeting\\_Minutes\\_20200213](#)

[190964.](#)**Annual Contract for Horizontal Directional Drilling (B)**

*Explanation:* GRU's water, wastewater, natural gas, and telecommunication systems install underground pipe, conduit, and cable through trenchless technology known as horizontal directional drilling. This type of drilling is used when trenching or excavation is not practical at a work site, such as a roadway or sidewalk. Work can be performed at the site to repair or install water, wastewater, natural gas, and telecommunication infrastructure equipment with fewer open cuts, reducing repair costs, expediting service restoration, improving public safety, and minimizing interruptions to customers or citizens vehicular, bike, or pedestrian routes. Establishing an annual contract for these services allows GRU departments to have a contractor available to perform horizontal directional drilling services as needed to facilitate repairs or new services. The combined annual cost for these services for all four GRU divisions is approximately \$1,000,000.

An Invitation to Bid for this work was issued by Utilities Procurement to the known companies that perform this type of work and the bid was posted on DemandStar. Two bids were received and evaluated based on pricing, experience, resources, and safety. D&D Inc., a small business with a local office, submitted the best evaluated bid and is being recommended for award of a contract. A tabulation is attached for reference.

*Fiscal Note:* Funding for this work is included in GRU's Capital Improvements budget for FY20 and will be requested in future fiscal year budgets.

**RECOMMENDATION**

The City Commission: 1) Authorize the General Manager, or his designee, to execute an annual contract for a three-year period with D&D, Inc. for

horizontal directional drilling services, subject to the approval of the City Attorney as to form and legality; and 2) approve the issuance of purchase orders to D&D, Inc. in amounts not exceeding budgeted amounts for each year of the contract, subject to the appropriation of funds for these services for each fiscal year of the contract.

[190964 Notice of Intent to Award 20200205](#)

[190965.](#)

### **Water Reclamation Facility Daily Monitoring Report Software and Implementation (Hach WIMS) (NB)**

*Explanation:* The water reclamation facilities are required to submit Daily Monitoring Reports (DMRs) to the Florida Department of Environmental Protection (FDEP) on a monthly basis. The DMR submittal process has transitioned from a paper process to an electronic submittal format. GRU continues to use a paper process for developing the information that is submitted to FDEP electronically. The paper process is outdated and does not meet current standards for quality control and quality assurance for submitting regulatory reports. This software will be implemented at two water reclamation facilities for consistency, efficiency and quality control. Over the past year, operational staff have been evaluating several software solutions that are being used by wastewater utilities to help prepare and submit electronic DMRs. The solutions include off-the-shelf software, customizing existing Supervisory Control and Data Acquisition (SCADA) software, and building an internal database solution. The operational staff have determined that Hach WIMS is the only viable solution for the following reasons:

- The software is easy to use and will not require extensive customization to create DMRs that can be uploaded directly to FDEP.
- The software easily links and communicate with our existing SCADA, on-line monitoring equipment and laboratory information systems.
- The software is compatible with GRU's servers and does not require extensive support or customization to host and maintain.
- The product is tailored to water and wastewater utilities and is currently being used by over 30 water/wastewater utilities in Florida and over 2,400 water/wastewater utilities across the nation.

*Fiscal Note:* The total implementation cost is \$115,000 which includes the following:

- Software and Implementation capital costs of \$100,000; and,
- Staff training operations and first year maintenance costs of \$15,000.

Funds are available in the FY 2020 Water/Wastewater Capital Improvement budget and the FY2020 Water/Wastewater Operations and Maintenance budget. Ongoing maintenance costs are estimated at \$4,000 per year and will be requested in future fiscal years.

#### **RECOMMENDATION**

The City Commission:

- 1) Authorize the General Manager, or his designee, to negotiate and execute agreements with Hach Company for software and implementation services, a software license to install and configure WIMS™ subject to approval of the City Attorney as to form and legality.
- 2) Approve the issuance of a purchase order to Hach Company in the amount not to exceed \$115,000 for software and implementation services, a software license to install and configure WIMS™, and software support and maintenance services for the first year.

[190991.](#)

**GRU Unaudited Internally Prepared Financial Statements, Budget to Actuals and Supplementary Data for the Period Ending September 30, 2019 (B)**

**\*\*This item is informational only.\*\***

*Explanation: The following items are presented for review:*

*Unaudited Internally Prepared Financial Statements, Budget to Actuals and Supplementary Data for the period ended September 30, 2019, including management's discussion and analysis.*

*These documents were approved by the Audit and Finance Committee on February 5, 2020 and will be presented to the full City Commission on February 20, 2020 for final approval. They are presented to the UAB at this time for informational purposes.*

*Fiscal Note: None.*

**RECOMMENDATION**

*Review for informational purposes.*

[190991 Interim Financial Statements Unaudited PE093020 20200213](#)

[190991 GRU Budget to Actuals PE9.30.20 20200213](#)

[190991 GRU Supplementary Data PE9.30.19 20200213](#)

**ADOPTION OF THE AGENDA**

**CITIZEN COMMENT - For items not on the agenda, limited to three minutes per citizen.**

**STATE OF THE UTILITY**

[190978.](#)

**GRU Operational Update for the Month of January 2020 (B)**

*Explanation:* Staff has prepared a report of statistical data from GRU's operations in the month of January 2020.

*Fiscal Note:* None.

**RECOMMENDATION**      Receive report.

[190978 GRU Ops Update 2020 Jan 20200213](#)

## OLD BUSINESS

## NEW BUSINESS

[190902.](#)

### **Resolution Authorizing the Issuance of Gainesville Regional Utilities System Revenue Bonds 2020 Series A (B)**

**\*\*This item is informational only.\*\***

*Explanation:* At the October 17, 2019 City Commission meeting the Commission authorized the General Manager to execute, within prescribed execution parameters and timeframes, a range of financial transactions. One of the transaction types authorized was refunding of fixed rate bonds. Subsequent to this authorization staff has pursued a refunding of \$10.505 million of outstanding 2010 Series C Utilities System Revenue Bonds. The authorizing resolution in October contemplated public offerings to execute refundings of fixed rate bonds. Given the relatively small size of the proposed 2010 Series C Bonds refunding issue, staff and our financial advisor have determined that the most efficient manner to execute this transaction would not be through a public offering but rather through a direct placement with a single purchaser. The proposed Thirty-Third Supplemental Utilities System Revenue Bond Resolution authorizes such a direct placement and is being done as part of the bonds authorized by the resolution adopted on October 17, 2019. Due to federal tax law requirements Bank of America, N.A. will pursuant to a forward delivery agreement, agree to purchase the bonds on or about July 3, 2020 and the proceeds will be held in escrow with U.S. Bank and used to redeem the refunded bonds on October 1, 2020.

This current resolution was presented to the City Commission for approval on February 6, 2020, and was passed unanimously. In order to optimize the benefit derived from the transaction, staff's best option was to take it directly to the City Commission.

*Fiscal Note:* Refunding the 2010 Series C Bonds will result in reduced debt service expense.

**RECOMMENDATION**      Discuss with staff.

[190902 Series 2020A Resolution 20200206](#)

**MEMBER COMMENT**

**CITIZEN COMMENT**

**NEXT MEETING DATE**

*March 12, 2020*

**ADJOURNMENT**