



MINUTES

FPB Board Meeting - Zoom

2:00 PM - Friday, December 17, 2021

Video-Teleconference

The Frankfort Plant Board met in FPB Board Meeting - Zoom on Friday, December 17, 2021 at 2:00 PM in the Video-Teleconference.

ATTENDANCE:

Stephen Mason, Board Secretary/Treasurer
John Cubine, Board Chair
John Snyder, Board Vice Chair
Kathryn Dutton-Mitchell, Board Member
Jason Delambre, Board Member
David Billings, Director of Water Operations
Harvey Couch, Marketing Video Content Coordinator
Katrina Cummins, Finance Director
David Denton, Chief Financial Officer
Vent Foster, Chief Operations Officer
Cassie Estill, Customer Service Supervisor
Adam Hellard, Cable/Telecom Superintendent
Ryan Henry, Assistant IT Director
Scott Hudson, Electric Superintendent
Casey Jones, IT Director
Cathy Lindsey, Communications & Marketing Director
Kathy Poe, Executive Assistant to GM
Hance Price, Assistant GM Administration/Staff Attorney
Kim Phillips, Safety Director
Leigh Ann Phillips, Support Services Director
Julie Roney, Water Treatment Superintendent
Scott Stafford, Media Services Manager
Deron Rambo, Network Operations Center Director
Travis McCullar, Chief Electric Engineer
Jennifer Hellard, Purchasing Agent
Gary Zheng, General Manager
Nichell Brown, Human Resource Director
JC Lyons, Interim Safety Director
Danny Harring, Asst. Water Distribution Superintendent
Sharmista Dutta, Water Engineer
Brandon Powers, Asst. WTP Superintendent
David Columbia, Community Television Coordinator

1 NOTICE OF SPECIAL MEETING VIDEO TELECONFERENCE

1.1 Notice of Special Meeting.

2 ACTION ITEM: APPROVAL OF MINUTES

2.1 Consider Approval of the Minutes of the November 16, 2021 Board Meeting.

Kathryn Dutton-Mitchell moved to approve the minutes of the November 16, 2021 Board Meeting. Jason Delambre seconded the motion.

CARRIED. 5 to 0.

2.2 Consider Approval of the Minutes of the December 1, 2021 Board Meeting.

Jason Delambre moved to approve the minutes of the December 1, 2021 Special Board Meeting. Kathryn Dutton-Mitchell seconded the motion.

CARRIED. 5 to 0.

3 ACTION ITEM: ACCEPT FINANCIALS

3.1 Consider Accepting the Financials for Month Ending November 30, 2021.

John Snyder moved to accept Financials for month ending November 30, 2021. Stephen Mason seconded the motion.

4 INFORMATIONAL ITEM: PUBLIC COMMENT

5 INFORMATIONAL ITEM: PRESENTATION OF THE DESTINY AWARD

5.1 Presentation of the Destiny Award by KEMI. (Kim Phillips will discuss)

Staff is pleased to announce that FPB has again been selected for its 10th Kentucky Employers Mutual Insurance's (KEMI) Destiny Award for Workplace Safety. See the press release below:

Kentucky Employers' Mutual Insurance (KEMI) is recognizing 31 Kentucky organizations for their commitment to workplace safety by presenting each of them with the 2021 KEMI Destiny Award.

The Destiny Awards are presented annually by KEMI to policyholders that best exemplify KEMI's motto, "Control your own destiny." The awards symbolize what can be accomplished when organizations work together to improve workplace safety. Policyholders who earn the KEMI Destiny Award effectively demonstrate to KEMI their ability to manage a formal safety program, provide on-site training

and regular safety meetings for employees, and display an ongoing commitment to safety from all levels throughout their organizations.

The following policyholders were selected after meeting a stringent set of criteria set forth by KEMI:

Asbury University*	Hibbs Electromechanical*
Asbury Theological Seminary*	Independence Fire District
Barren County Board of Education*	Industrial Field Maintenance LLC
Big Rivers Electric Corporation*	Kentucky State University
Brandenburg Telephone Company Inc*	KI USA Corporation*
Churchill McGee LLC*	Mercer County School District
City of Ashland*	Metcalfe County Board of Education*
City of Central City*	Northern Kentucky Water District*
Clark Energy Propane Plus LLC	RAJ Transport Inc
Corbin Independent Schools*	Russell County Hospital*
Eastern Kentucky University*	The Corken Steel Products Company*
Elizabethtown Board of Education	Union County Board of Education
Erlanger Elsmere Board of Education	Union Fire Protection District
Executive Transportation Inc*	Warren County Board of Education*
Frankfort Plant Board*	Western Crane Service Inc
Graf Brothers Flooring Inc*	

**Multiple year winner of the KEMI Destiny Award.*

"We are honored to present the 2021 Destiny Award to these outstanding organizations," said Jon Stewart, President & CEO of KEMI. "Earning the KEMI Destiny Award requires focus, teamwork, and a relentless pursuit of excellence in safety at all levels. These policyholders understand the importance of maintaining a close partnership with KEMI to control their workers' compensation costs, but more importantly, they demonstrate a steadfast commitment to ensuring their employees make it home safely at the end of each workday."

6 INFORMATIONAL ITEM: DEPARTMENTAL REPORTS

- **TELECOMMUNICATIONS**
- **POTENTIAL OR AGREED UPON RELATED PARTY TRANSACTIONS**
None
- **CUSTOMER SERVICE**
- **ELECTRIC DEPARTMENT**
- **SEPA**
- **KYMEA**
- **SAFETY**
- **WATER DISTRIBUTION**

- WATER TREATMENT PLANT
- NETWORK OPERATIONS CENTER (NOC)
- EBB PROGRAM
- ADMINISTRATION - GENERAL MANAGER

7 ACTION ITEMS:

7.1 Consider Approval of Change Order No. 1 for the Water Storage Improvement Project for \$60,080. (*Sharmista Dutta to discuss*)

In April of 2021, the Board awarded the construction contract for the reservoir replacement to Smith Contractors for \$7,089,000.

The bid documents include cash allowance pay items for rock excavation and unsuitable foundation material. The cash allowance pay items include an estimated quantity to be included in lump sum base bid for the project. These estimated quantities are based upon the information provided in the geotechnical report. However, the geotechnical investigations could not be performed directly under the proposed reservoir. Therefore, it was anticipated that unforeseen conditions could be encountered during excavation for the proposed reservoir.

As part of the bid submittal, the bids are required to include a unit price for the cash allowance pay items for rock excavation and unsuitable foundation material, which are included in the lump sum base bid.

The contractor encountered weathered bedrock higher than anticipated based upon the geotechnical investigations, but competent bedrock was still found below the proposed reservoir. Therefore, 1,018 cubic yards of crushed stone backfill was required to establish the proposed reservoir subgrade. During the course of the work, it was determined that the cash allowance pay item unit price for rock excavation submitted by the contractor did not include the cost for crushed stone backfill. Therefore, Strand Associates and Smith Contractors negotiated a unit price of \$60 per cubic yard for the crushed stone backfill, including labor. This results in a change order request of \$61,080.

In addition, it was determined that fall restraint systems for the short exterior tank ladders are not required. The ladders from grade to the tank roof line will be approximately six feet. This results in a deduction as summarized below.

Summary:

Construction Contract	\$ 7,089,000
Change Order #1a:	\$ 61,080 (add)
<u>Change Order #1b:</u>	<u>\$ 1,000 (deduct)</u>
 New Contract Amount:	 \$ 7,149,080

The original award in April included a 5% contingency, therefore the current budget for this project is \$7,450,000. Staff recommends the Board approve Change Order #1 with Smith Contractors.

John Snyder moved to approve Change Order No. 1 for the Water Storage Improvement Project for \$60,080. Kathryn Dutton-Mitchell seconded the motion.

CARRIED. 5 to 0.

- 7.2 Consider Retaining Blue & Co., LLC to Conduct the 2021-2022 Financial Statement Audit for a Fee of \$33,650. *(David Denton will discuss).*

Staff is requesting the Board to consider retaining Blue & Co., LLC to conduct the 2021-2022 fiscal year external financial statement audit of the Frankfort Plant Board at a cost of \$33,650. In November 2020 FPB issued a Request for Proposal (RFP) for external audit services for five consecutive years beginning with the fiscal year ended June 30, 2021 and concluding with the fiscal year ended June 30, 2025. Blue & Co., LLC was the firm selected for the audit engagement. The 2021-2022 audit fee of \$33,650 agrees to the five year cost estimate included in Blue's RFP, which is approximately 2% above the prior year fee. A copy of the 2021-2022 audit engagement letter is included in this board packet for your review.

Stephen Mason moved to approve retaining Blue & Co., to Conduct the 2021-2022 Financial Statement Audit for a fee of \$33,650. Jason Delambre seconded the motion.

CARRIED. 5 to 0.

- 7.3 Approval of FPB-County Interlocal Agreement. *(Gary Zheng to discuss)*

Over the past several weeks, Staff and the Board have explored various options to work with Franklin County to secure funding for broadband deployment. The Interlocal Agreement contained in the detail has been approved by the Franklin County Fiscal Court and explains that the County will contribute 3 million dollars and the FPB will contribute 5 million dollars to extend service to unserved and underserved portions of the County. The Interlocal also notes that individual extension agreements will be completed going forward that describe the boundaries the extension, costs and proposed timelines.

Stephen Mason moved to approve FPB-Franklin County Interlocal Agreement.. Kathryn Dutton-Mitchell seconded the motion.

CARRIED. 5 to 0.

7.4 **Consider Award of Bid Invitation #1736 for On Call Electrician Services to Hills Electric. (Travis McCullar will discuss)**

Due to the high volume of meters being exchanged for the AMI project, meter socket and other customer related issues occasionally have occurred that require the service of a licensed electrician. To minimize the impact to the customers during the AMI exchange, FPB has been providing the contract services as needed through local electrical contractors. Experience gained during the early deployment has suggested the cost to FPB for these services would require competitive bidding. Therefore, staff issued bid invitation #1736 for on call electrical services and advertised it publicly. Hills Electric submitted the lowest bid meeting specifications.

By securing these services in advance, FPB will reduce the impact to customers experiencing maintenance issues related to AMI meter change-outs in the future. This purchase is included electric AMI budget, page 22, line 40, \$3,750,000.

John Snyder moved to approve Bid Invitation 1736 for on call Electrician Services to Hills Electric. Stephen Mason seconded the motion.

CARRIED. 5 to 0.

7.5 **Consider Award of Bid Invitation #1741 for one DC Fast Charging Station to WESCO in the amount of \$43,356. (Travis McCullar will discuss)**

Staff prepared bid invitation 1741 for one ChargePoint DC fast charging station and issued it to potential vendors. Two responses were received. After reviewing the bid submissions, staff recommends awarding to WESCO in the amount of \$43,356. The initial purchase includes one year pre-paid warranty and enterprise cloud services. Based on the initial proposal, the annual ongoing fees for this equipment are expected to be around \$5,270.

If approved, staff will finalize plans with The City of Frankfort for the installation location. FPB and City staff have tentatively agreed upon a location in the old rail depot parking lot. Final commissioning of the charging station will require extension of utility services including electric lines and a three-phase transformer.

This purchase is included electric budget, page 22, line 85, \$100,000.

John Snyder moved to award Bid invitation 1741 for on DC Fast Charging Station to WESCO in the amount of \$43,356 and request Staff give the board and update in the January meeting on status. Jason Delambre seconded the motion.

CARRIED. 5 to 0.

7.6 **Consider Awarding the Ammonia/Sulfuric Acid Upgrade project (Bid #1740) to Herrick Company in the Amount of \$685,000. (Julie Roney to discuss).**

Following engineering design by HDR and Division of Water approval, FPB prepared Bid #1740 for the construction phase of the Ammonia and Sulfuric Acid Upgrade project at the water treatment plant. The bid was advertised as well as sent to five (5) potential bidders in November 2021 and opened on December 13, 2021. This project will replace the anhydrous (gas) ammonia feed system (used in the disinfection process) with a safer liquid process and provide chemical feed pump redundancy for the sulfuric acid system (used to adjust pH).

FPB received three (3) responses to the bid:

- EZ Construction \$ 987,235.00
- Herrick Company \$ 685,000.00
- Lokits Contracting \$1,040,000.00

After bid review by HDR and upon their recommendation, FPB water treatment staff recommend awarding the bid to Herrick Company at \$685,000.00. Herrick has provided successful work during past construction projects for the WTP.

The bid tab sheet is included for review.

The construction phase of this project is included in the FY22 capital budget on page 19, line 865 at a cost of \$1,375,000.

Kathryn Dutton-Mitchell moved to Award the Ammonia/Sulfuric Acid Upgrade project (Bid 1740) to Herrick Company in the Amount of \$685,000. Stephen Mason seconded the motion.

CARRIED. 5 to 0.

7.7 **Consider Approval of Change Order No. 1 on the PCCP Linework Project with Rangeline Pipeline Services for \$153,078. (David Billings will discuss)**

In October, the Board received 2 bids for a single line stop and custom fabricated fittings for the tie into the existing concrete pipe in front of the Reservoir:

- | | |
|--------------------------------|-----------|
| 1. Rangeline Pipeline Services | \$121,754 |
| 2. Thompson Pipegroup | \$211,950 |

The bid was awarded to Rangeline Pipeline Services as they were the low bidder.

As staff further developed construction details, it became evident that a temporary bypass, which could continue to provide flows around the tie in area

and into the Reservoir, would be advisable in order to minimize construction risk to the greatest extent possible. As a matter of course, Rangeline was requested to provide a scope of work and pricing.

Change Order #1 is for providing a secondary line stop and 24 inch HDPE bypass. The change order will increase the contract amount by \$153,078 but not change the substantial completion date.

Original Contract	\$ 121,754.00
Change Order #1	<u>\$ 153,078.00</u>
	\$ 274,832.00 (new contract amount)

Funds to cover the additional expense are included in the FY22 budget. \$91,000 will be transferred to the project from the PCCP Fittings (line 650) project that is not expected to occur this year with the remaining \$62,000 transferred from Water Line Replacement (line 655). No additional change orders are expected.

As a matter of course, Staff recommends that the Board approve Change Order No. 1 with Rangeline Pipeline Services.

Kathryn Dutton-Mitchell moved to approve Change Order No. 1 on the PCCP Linework Project to Rangeline Pipeline Services for \$153,078. John Snyder seconded the motion.

CARRIED. 5 to 0.

- 7.8 Consider Approving Bid 1739 for Contract labor for Installation Services to Custom Cable in the amount of not to exceed. \$300,000.00. (Adam Hellard will discuss)

Staff prepared Bid # 1739 for Installation assistance for Telecom services, including Nextband services. The bid was sent to six potential bidders and publicly advertised; two responses were received. After reviewing both responses, staff would recommend Custom Cable Inc as they offered the lowest price. Custom Cable is currently working with FPB to construct the new FTTH Nextband network and has worked with FPB on installation help in the past.

The Asst GM for Administration has reviewed the agreement, and it meets with his approval.

Stephen Mason moved to Approve Bid 1739 for Contract Labor for Installation Services to Custom Cable in the Amount not to exceed \$300,000. Jason Delambre seconded the motion.

CARRIED. 5 to 0.

7.9 **Consider Approving NBCUniversal Agreement. (*Harvey Couch to discuss*)**

The Cable Advisory Committee and Staff recommend the Board approve the National Cable Television Cooperative (NCTC) renewal for NBCUniversal (NBCU). This NCTC agreement has a term from November 6, 2021 through October 29, 2025. The networks covered include: USA, NBC Sports Network (NBCSN), Syfy, Oxygen, Bravo, E!, CNBC, MSNBC, and Golf Channel on Classic Cable; Universal Kids and Olympic Channel on Preferred Cable; and Olympics Programming. 9 of the top 52 most viewed networks on FPB Cable are included in this agreement. This agreement also covers TVE and VOD rights.

The NCTC worked hard on this agreement, the license fee increases of 2.1% in year one, and around 5% in years after that. The increases are lower than what was budgeted and anticipated.

There are no additional carriage or migration requirements in this agreement – the only major change is that NBCSN will sunset on January 1, 2022. The content from NBCSN will be moved to USA, NBC Broadcast, and Peacock (NBCU's streaming service).

Please consider the networks as a take all or have none scenario as this agreement does not allow a la carte purchasing. The Staff Attorney has reviewed the agreement and it meets with his approval.

Stephen Mason moved to approve NBCUniversal Agreement. Jason Delambre seconded the motion.

CARRIED. 5 to 0.

7.10 **Consider Accepting the Minutes for the August 12, 2021 Cable Advisory Committee Meeting. (*Harvey Couch to discuss*)**

Jason Delambre moved to accept the Minutes for the August 12, 2021 Cable Advisory Committee Meeting. Kathryn Dutton-Mitchell seconded the motion.

CARRIED. 5 to 0.

7.11 **Consider One-time Increase of \$1,000 to Gross Earnings of all Full-time Employees on First Payroll Processed in 2022 Due to Decrease in Real Wages Caused by Increasing Consumer Price Index. (*John Cubine to discuss*)**

At the September 21, 2021 FPB board meeting the FPB Board of Directors approved a resolution to give all FPB full-time employees employed as of January 1, 2022 a one-time, after-tax payroll payment of \$500 as an inflationary

adjustment subject to other terms lined out in that resolution found in this board packet. The Board is now considering a new resolution or motion that would authorize staff to pay all full-time employees a one-time inflationary payment of \$1,000 before taxes with this resolution being attached for your review. This new resolution would supersede and replace the resolution dated September 21, 2021.

Kathryn Dutton-Mitchell moved to Approve One-time Increase of \$1,000 to Gross Earnings of all Full-Time Employees on First Payroll Processed in 2022 due to Decrease in Real Wages Caused by Increasing Consumer Price Index. John Snyder seconded the motion.

CARRIED. 5 to 0.

- 7.12 **Consider Retaining the Services of One or More Grant Research and Writing Entities to Assist FPB in Securing State and Federal Funds for Electric, Water, and Telecommunications Infrastructure and Operations. (Mr. Cubine to discuss)**

FPB is looking to retain individual(s) and/or firm(s) to provide state and federal grant research and writing services to assist in securing funding for electric, water and telecommunications infrastructure and operations. FPB submitted an electronic request for these services under the Small Purchase Procedures (SPP) provided in FPB's procurement policy. The SPP covers purchases up to \$30,000, which is pegged to the dollar limit only for advertising bids state in KRS 424.260.

FPB sent the electronic request to 12 entities and received four (4) responses. The SPP does not require a specific review and evaluation process like a request for proposal or request for qualifications purchasing process and none has been provided. These four (4) responses to quotes and other information related to grant research and writing services have been included in the board package for review by board members. The board can select or reject firm(s) based on whatever qualitative review deemed appropriate. Attached is the list of firms contacted with website listed for each if a member would like to more information. Below is a copy of the electronic request related to grant services:

The Frankfort Plant Board (FPB) is a non-profit, municipal utility that provides electric, water, and a full range of telecommunication services in and around Frankfort, the capital of the State of Kentucky. FPB serves approximately 22,000 electric customers, 16,600 water customers (including six water districts and Georgetown, Kentucky), and 18,000 cable-telecom customers. Our company has annual revenue of approximately \$100M from all lines of service.

FPB is currently seeking a firm to assist us in federal and state grant research and writing services to securing funding that may be available for our three lines of business. We are particularly interested in funding opportunities to come from the Infrastructure Investment and Jobs Act of 2021 that would benefit our electric, water, and telecommunication operations.

In order to provide an expedited process and minimize costs to firms responding to our request for grant research and writing services we are requesting some basic information about your firm related to your experience working with municipal/governmental agencies and your success in securing funding for these organizations. Based on the information provided, FPB will select one or more firms to engage in more detailed discussions and develop a proposed scope of work.

We are requesting the information below by 10:00am eastern time on December 15, 2021, which would be presented to our Board of Directors for review at our December 17, 2021 board meeting.

- Pricing schedule for grant research and writing services
- List of grants awarded and dollar value of the grants awarded in last five years (if confidential please label)
- Resumes of firm associates who would be providing work to FPB
- Disclose if your firm has already been retained to provide similar services for other clients in Kentucky
- Disclose if your firm may have any real or perceived conflicts with other firms providing services in Kentucky.

Please submit the above information electronically to me at ddenton@fewpb.com by the deadline mentioned above. Also, feel free to contact me at the phone number below for any inquiries related to this request. We look forward to hearing from you.

John Snyder moved to 1) join KMUA agreement with Schmidt for the \$200 per month; 2) to direct Gary and Staff to explore Schmidt and other entities to inquire about available training for Staff and costs associated with training; 3) to empower Gary and Staff to apply for grants which have no fund matching requirement; and 4) to have Gary and David explore with responding companies if there is the potential to put some of them on retainer. Jason Delambre seconded the motion.

CARRIED. 5 to 0.

7.13 Consider Authorizing Human Resources to review Selected Pay Grades. (Nichell Brown to discuss).

Staff ask the Board to authorize Human Resources to review selected pay grades to adjust salaries due to market conditions and pay inequities. Staff will report recommendations and an estimated budget cost impact at the January Board meeting.

The board agreed to have Nichell and Human Resource Staff to review about a half dozen positions to review certain pay grades due to changing

market conditions and pay inequalities and report back to the Board in January 2022.

- 7.14 **Consider Award of Bid Invitation #1734 – Groundskeeping Services to McDonald’s Lawn & Landscaping, LLC and Award of Bid Invitation #1735 – Snow and Ice Removal Services to Stan’s Lawn Care, LLC. (Leigh Ann Phillips will discuss.)**

Support Services has three authorized positions for Buildings and Grounds Maintenance. There is a supervisor position and two maintenance workers. There are also two seasonal employees budgeted. All three fulltime positions are currently vacant (two are no longer working at FPB and one has been promoted to another department). These circumstances provided opportunity to look into other options such as utilizing contractors for lawncare, landscape maintenance, and snow and ice removal services. Staff anticipates that contracting these duties will reduce the Buildings and Grounds department down to one full-time employee and one seasonal employee who would focus mostly on buildings maintenance and repairs.

Staff prepared a bid for the groundskeeping services that consists of mowing, weed eating, and landscaping maintenance. The bid includes services for the following properties: Administration Building, Service Center, Telecom Building, Head End, Network Operations Center, Water Plant, electrical substations, pump stations, and water tank sites.

Bid Invitation #1734 for Groundskeeping Services was sent to 15 lawncare companies with three responses received. Staff recommends awarding to McDonald’s Lawn & Landscaping, LLC as they are the lowest bid meeting specifications. The bid locks in pricing for each service at each location and does not guarantee a definite number of services needed. Bidders submitted bids with the understanding that mowing services needed are based on weather conditions of the mowing season and can exceed or fall short of the estimate. The estimate for total cost (\$68,590) is based on once-a-week mowing services at all locations for 26 weeks and seasonal landscape maintenance. The contract term is 16 months with the option of renewing. The contract can be renewed for 12-month periods up to three times. References have been checked and are favorable.

Staff prepared a bid for snow and ice removal services that consists of clearing driveways, parking lots, sidewalks and entrances at the Administration Building, Service Center, Telecom Building, Head End, and Water Plant.

Bid Invitation #1735 for Snow and Ice Removal Services was sent to 15 snow removal companies with two responses received. Staff recommends awarding to Stan’s Lawn Care, LLC as they are the lowest bid meeting specifications. The bid locks in pricing for each service at each location and does not guarantee a certain number of services needed. Bidders bid with the understanding that services needed depends on winter weather. The bid invitation explains that the

award is heavily weighted on the price for snow and ice removal for categories A (pretreatment), B (dusting to >1”), C (1.0” – 4”), D (4.1” – 7.0”) since these are the most common snow and ice events in our region. Staff used data from last year’s winter weather to calculate the estimate of \$29,535. The estimate includes three pretreatments, six dusting to <1” events and four 1” – 4” events for each location. The estimate also includes one 4.1” – 7.0” event for each location although we did not have a snowfall of this size last year. The contract term is for 18 months with the option of renewing. The contract can be renewed for 12-month periods up to three times. References have been checked and are favorable.

Staff estimates a savings of approximately \$22,600 per year by utilizing contractors. The estimation is based on comparing salary and benefits of the two maintenance workers and the salary of one seasonal employee to estimated services needed on contract. The supervisor position and one of the seasonal positions is not included in the comparison because they will still be needed if contractors are utilized. Salary and benefits for the two maintenance workers and one seasonal employee totals \$120,789 per year. Estimated lawn care and landscape maintenance for one year is \$68,590. Estimated snow and ice removal services is \$29,535. Contracts for both bids have been reviewed by the Staff Attorney.

John Snyder moved to Award Bid Invitation 1734 for Groundskeeping Services to McDonald's Lawn & Landscaping, LLC, and Award of Bid Invitation 1735 for Snow and Ice Removal to Services to Stan's Lawn Care, LLC. Stephen Mason seconded the motion.

CARRIED. 5 to 0.

- 7.15 Consider Award of Bid Invitation #1738 – Metal Poles to Brownstown Electric Supply Co. in the amount of \$43,973.00. *(Jennifer Hellard will discuss)*

Staff prepared a bid invitation for metal poles. These items are kept in FPB’s inventory and need to be replenished periodically. Orders for poles depend on new development and the replacement of bad or damaged poles. The bid invitation was sent to ten vendors and three responses were received. After evaluating all bids, staff recommends awarding to Brownstown Electric Supply as they were the lowest bid meeting specifications.

Jason Delambre moved to Award Bid Invitation 1738 - Metal poles to Brownstown Electric Supply Co. in the amount of \$43,973. Kathryn Dutton-Mitchell seconded the motion.

CARRIED. 5 to 0.

8.1 To Adjourn.

John Snyder moved To Adjourn. Jason Delambre seconded the motion.

CARRIED. 5 to 0.



Board Chair



Board Secretary/Treasurer