

DARSWEIL L. ROGERS, COMMISSIONER
WADE R. FOWLER, JR., COMMISSIONER
EVELYN O. SHAW, COMMISSIONER
D. RALPH HUFF, III, COMMISSIONER
DAVID W. TREGO, CEO/GENERAL MANAGER



FAYETTEVILLE PUBLIC WORKS COMMISSION
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PUBLIC WORKS COMMISSION
MEETING OF WEDNESDAY, AUGUST 9, 2017
8:30 A.M.

AGENDA

I. REGULAR BUSINESS

- A. Call to order
- B. Approval of Agenda

II. CONSENT ITEMS *(See Tab 1)*

- A. Approve Minutes of meeting of July 26, 2017
- B. Approve Resolution No. PWC 2017.09 Authorizing Use of the Design-Build Contracting Method of the PWC Community Solar Project.

COMMENTS: In 2013, the General Assembly enacted legislation authorizing the use of new contracting methods for public construction projects, one of which is design-build. Design-build is an integrated approach to a construction project that delivers both design (architectural or engineering) and construction services under one contract with a single point of responsibility. Selection of the design-build team is made via the “qualifications-based” selection method outlined in G.S. 143-64.31.

- C. Approve Award of a Contract in the Amount Of \$324,756.00 to ABB, Inc., Lake Mary, FL, for the Purchase of Twelve (12) 1200 Amp Vacuum Circuit Breakers in Accordance With N.C.G.S. 143-129(g) “Piggyback Exception”.

The twelve (12) 1200 Amp Vacuum Circuit Breakers are budgeted in FY2018-EL29 Distribution Circuit Breaker Replacement (budgeted amount of \$350,000).

COMMENTS: N.C.G.S. 143-129(g) allows governmental units to “piggyback” bids from any state, agency or political subdivision of the state when (i) a vendor has, within the previous 12 months, after having completed a public, formal bid process substantially similar to that required by the North Carolina General Statutes, contracted to furnish the apparatus, supplies, materials or equipment to a government entity; and (ii) the vendor has agreed to furnish the items at the same or more favorable prices, terms, and conditions as those provided under the contract with the other unit. Public Works

Commission entered into a contract with ABB, Inc. on November 9, 2016, for the purchase of 1200 Amp Vacuum Circuit Breakers after a public formal bid process. ABB, Inc. has agreed to extend the same pricing structure to the Commission for the purchase of twelve additional units. PWC has included the replacement of twelve (12) power circuit breakers per year in the Capital Improvement Budget for the next six years, to replace aging breakers throughout the system and improve system reliability.

END OF CONSENT

III. COMMUNICATIONS & COMMUNITY RELATIONS FY2017 HIGHLIGHTS AND STRATEGIC PLAN PRIORITY ACTION ITEMS UPDATE

Presented by: Carolyn Justice Hinson, Communications and Community Relations Officer

IV. GENERAL MANAGER REPORT *(See Tab 2)*

A. Open Commission Requests

V. REPORTS AND INFORMATION *(See Tab 3)*

A. Monthly Incident Summary – July 2017

B. Personnel Report – July 2017

C. Position Vacancies

VI. ADJOURN

PUBLIC WORKS COMMISSION
MEETING OF WEDNESDAY, JULY 26, 2017
8:30 A.M.

Present: Evelyn O. Shaw, Chairwoman
Wade R. Fowler, Jr., Vice Chairman
D. Ralph Huff, III, Secretary
Darsweil L. Rogers, Treasurer

Others Present: David W. Trego, CEO/General Manager
Karen McDonald, City Attorney
Jay Reinstein, Assistant City Manager
Jim Arp, City Council Liaison (VIA TELECONFERENCE)
Michael Boose, County Liaison
Melissa Adams, Hope Mills Town Manager
Nore Brantley, High School to Work Partnership Coordinator
PWC Staff

Absent: Media

CALL TO ORDER

Chairwoman Shaw called the meeting of Wednesday, July 26, 2017, to order.

APPROVAL OF AGENDA

Upon motion by Commissioner Rogers and seconded by Commissioner Fowler, the agenda was unanimously approved.

PRESENTATION OF INTERN AND S.T.E.M. STUDENTS

Presented by: Bobby Russell, Human Resources Officer
Andy Dunlap, Safety, Organizational Development and Training Mgr.

Bobby Russell presented the S.T.E.M. Students from various high schools across Cumberland County. This year PWC employed ten students. He stated this partnership with the City of Fayetteville has been very successful.

Jay Reinstein, Assistant City Manager, City of Fayetteville stated this has been another amazing summer. This year the program expanded from four weeks to six weeks. He stated directors and departments want more students next year. As the students are coming in it is obvious they are looking for the work experience, not necessarily the paycheck. He stated

hopefully they are getting a better understanding of their local government and our public utility. Mr. Reinstein went on to say, we want to keep our young people in this community and after they graduate we want them to come back. If they are exposed to these great opportunities within the City of Fayetteville hopefully we can keep more.

He went on to say it has been great working with Bobby Russell and his team. He is looking to grow the program even more next year.

Bobby Russell also asked Nore Brantley, the High School to Work Partnership Coordinator for Cumberland County Schools to have words. Ms. Brantley stated it is a great opportunity for our students to be exposed to the world of work and to careers many of them may not have thought about. She stated she would love to see the program grow.

Mr. Russell requested for the students to give their names, the school they attend and the department each works in at PWC. Mr. Russell asked a representative from the students to give a review of her time here at PWC.

Mr. Russell then introduced the Summer College Intern Students. This year we have 18 summer interns. He stated we look at college talent we can bring into the organization as our aging workforce begins to 'graduate'. The Intern Students introduced themselves, stating their school and major as well as the area each works in here at PWC. Mr. Russell asked a representative from the students to give a review of her time here at PWC.

Mr. Russell thanked the College Interns and S.T.E.M. Students for being a part of PWC for the summer. He stated we look for their safe return back to high school and college and hope they take the experience they have gained and value it for years to come. He stated we hope to recruit them later once they are ready to enter the workforce.

Mr. Trego thanked Bobby Russell and Andy Dunlap for spearheading the summer program. He also thanked the supervisors and managers who have taken these students under their wings throughout their time at PWC.

Chairwoman Shaw stated she wanted the students to meet the Commissioners as they are the policy makers here at PWC. She requested the Commissioners and Officers at the table to introduce themselves, stating their division/area of responsibility.

CONSENT ITEMS

Upon motion by Commissioner Fowler and seconded by Commissioner Huff the Consent Items were unanimously approved.

- A. Approve Minutes of meeting of July 12, 2017
- B. Approve Resolution No. PWC2017.08 authorizing use of the design-build contracting method for the PWC Dispatch Center Upgrade project.

COMMENTS: In 2013, the General Assembly enacted legislation authorizing the use of new contracting methods for public construction projects, one of which is design-build. Design-build is an integrated approach to a construction project that delivers both design (architectural or engineering) and construction services under one contract with a single point of responsibility. Selection of the design-build team is made via the “qualifications-based” selection method outlined in G.S. 143-64.31.

END OF CONSENT

STATUS OF WATER RESOURCES LEAD AND COPPER COMPLIANCE TESTING PROGRAM

Presented by: Mick Noland, Chief Operations Officer - Water Resources
Chris Smith, Water Treatment Facilities Manager

Mick Noland, Chief Operations Officer for Water Resources stated we have all heard a lot in the news concerning drinking water (what is in it and what is not in it). He stated one of the things we have continually been doing is keeping an eye on lead and copper. Everyone has heard about Flint, MI and the bad engineering as well as administration that led to an avoidable crisis. He stated PWC does things right. We follow the rules and procedures and we take pride in doing so. Mr. Noland stated we have almost 16 years with the Partnership for Safe Water.

He went on to say an excellent management strategy is to try to control the corrosion that causes the lead to leach out. He stated every three years they have to go out to prove that what they are doing is effective. Mr. Noland presented Chris Smith to continue the discussion.

Chris Smith, Water Treatment Facilities Manager stated he will talk about PWC's compliance with the lead and copper rules. He stated there are three things involved in lead and copper compliance: Treatment; Corrosion Control; and Monitoring.

Mr. Smith stated, as far as treatment is concerned PWC monitors the following water quality parameters: pH; Phosphate; Calcium; Alkalinity; and Zinc. Mr. Smith stated these parameters are constantly monitored. pH is monitored online every two seconds.

The next step is corrosion control. He stated anytime you have a change in source water, water quality or a chemical process at your plant you need to do a corrosion control study. PWC did one in 1994. We used a corrosion inhibitor called a polyphosphate. We looked at 8-10 corrosion inhibitors. We switched to Zinc Orthophosphate. It works through a process of passivation where the compound will release the zinc and the zinc will react to any metal in the system and give a microscopic coating. It is good for the plumbing in the customers' homes as well as PWC's systems. In 2008, PWC switched coagulants (at the head of the plant). We did a corrosion control study to ensure that zinc was still the best. We are using it today.

Another corrosion control study is Mild Steel Coupon Analysis. A steel coupon is placed in the distribution system. The coupons sit in a pipe loop which is a plastic pipe and water runs across it for 90 days. Staff removes it and sends it for testing. At the lab it is cleaned up and weighed. The lab sends back a report to let staff know how much the weight of the coupon changed. From that data they can determine the corrosion rate in the system. When you take them out after they have been in the summer quarter, they are really corroded because heat is a catalyst and when you take them out in the winter quarter there is hardly any corrosion. He stated for the last 20 years our corrosion level in the system has been really flat. Actually there has been a slight decrease in the corrosion levels.

Monitoring is the last component. A city our size begins with lead and copper monitoring by sampling 100 homes every six months. After several years and there has been good results, Mr. Smith stated, you can apply for reduced monitoring, which means you need to sample 50 Tier 1 homes every three years. He stated Tier 1 homes are homes built in 1983-1986 which has copper plumbing. According to the chart below, PWC is well below the threshold EPA Action Level.

EPA Action Level	PWC Result
0.015 mg/L (90 th)	<0.001 mg/L
PWC Maximum Concentration of 58 sites:	
.004 mg/L	

The copper testing results were equally well below the EPA Action Level.

EPA Action Level	PWC Result
1.30 mg/L (90 th)	0.06 mg/L
PWC Maximum Concentration of 58 sites:	
0.11 mg/L	

Mr. Smith commented on the high lead levels in Flint, Michigan's water system and what actions caused the emergency that resulted.

FOLLOW-UP DISCUSSION ON RC WILLIAMS BUILDING LEASING/SALE STRATEGY

Commission Discussion

Commissioner Huff began by stating he would not recommend 'condominium-izing' the RC Williams Building unless we are going to sell a portion off.

He then stated there is no reason to sell unless we sell a significant part of the building. He would not recommend selling a portion of the building unless a full floor is initially sold or close to 10,000 feet.

He defined 'usable space' which is where you place a desk and the common area is everywhere else. The RC Williams Building is not efficient as it relates to common area. He stated it is 26% common area. In his experience the common area should be kept to 20-22%.

He stated PWC rents space at \$17.00 and PWC pays the taxes and insurance. So the net rent is \$12.70. The issue is two-fold. He stated when you appraise the building it will have a lower appraisal and the tenants are not interested in buying the space because renting is lower than buying.

He stated if PWC sells the building at \$130.00 per ft. (with commission) we will net about \$7M. If it is sold at \$140.00 per ft. (with commission) we will net about \$7.5M. If it is sold at \$150.00 per ft. (with commission) we will net about \$8M. He stated he believes the building needs to be discounted some due to the common area being a factor. He stated that is why he thinks the best thing to do is nothing for a while unless we receive an unsolicited offer.

He stated if someone rented 10,000 feet, the net effective rent without the taxes and insurance, the true rent is \$10,583.00 per month. If the same space was purchased at \$150.00 the payment is the \$11,865; renting at \$140.00 one would pay \$11,074.

He stated the problem is that we are renting it too cheaply. Discussion ensued regarding PWC's rental rate and marketing of the building.

Commissioner Huff stated his recommendation is to not sell unless you can sell a floor or ½ a floor and to sell it at \$140 to \$150 a foot. If that unsolicited bid comes in he recommends making it a condominium, selling the space and then to go to the current tenants and make an offer to them. Discussion ensued regarding why the building is not fully leased.

Commissioner Huff recommended staff reach out to the Raleigh brokerage to determine what percentage of their brokerage is leasing vs. selling and who has the most comprehensive list of national accounts across the board.

Upon motion by Commissioner Huff the CEO will bring any unsolicited bid for a half floor or an entire floor (*of the RC Williams Building*) of \$140.00 or more per sq. ft. to the Commission for consideration of a decision. Motion was seconded by Commissioner Rogers. After discussion, the motion was unanimously approved.

Commission discussed the leasing terms of the current broker for the RC Williams Building. Commission also discussed the merits of condominium-izing the building.

Commissioner Shaw stated we received a request from an agency requesting a discount for space in the building. Mr. Trego detailed the request for the five year lease. The space is priced at \$15.00 a foot. The request was for \$4.00 a foot for the first year and \$8.00 a foot for subsequent years. The agency would pay for any up-fit for the space. It also understood that the building may be sold and agreed to pay \$16.00 per foot should it be sold.

Commissioner Shaw asked the Commission for their comments regarding reduction of rents on the building. She also asked for their parameters if they were in favor of reductions. Commissioner Fowler is not in favor. Commissioner Huff is in favor. Commissioner Rogers stated he is in favor of entertaining a discounted rate.

Commissioner Huff motioned for the Commission to consider a discounted rate for public entities, as the reduced rate would aid their mission if the public entity was located in the RC Williams Building.

Mr. Miller asked if PWC leases space below market rate would it require approval from the Council. Mr. Trego stated if the Commission approved it, it would need secondary approval of Council. Additional discussion ensued.

After discussion the motion was amended to include non-profits and on a case by case basis. The amended motion was seconded by Commissioner Rogers and unanimously approved.

Commissioner Huff motioned for the CEO to respond to the two unsolicited bidders to inform them they have 30 calendar days to make an offer of \$140.00 per foot or higher that the Commission will consider. Motion was seconded by Commissioner Rogers and unanimously approved.

Commissioner Huff stated we will not discount the floor to someone if there are others who are willing to buy.

Commission discussed the request from the Economic Development Corporation (EDC). Mr. Trego stated the EDC is requesting a suite of offices on the 4th floor. It is approximately 1/3 of the floor. Commissioner Huff recommended renting the space to the EDC for \$8, \$10, \$12, \$14 and \$16 per sq. ft., per year respectively for a five year lease. Discussion ensued regarding the EDC offer.

Mr. Trego suggested once we clarify the status of the other entity that is interested in the same space, the Commission request for the EDC CEO to make a presentation to the Commission regarding his vision for the space.

Commissioner Huff motioned for the Commission to counter the EDC offer with \$8.00 per sq. ft., the first year; \$10.00, \$12.00, \$14.00, and \$16.00 per sq. ft., per year respectively. With the provision if the building is sold, he will pay \$16.00 per sq. ft. for the term of the lease. Motion was seconded by Commissioner Rogers and unanimously approved.

Ms. Fritzen affirmed the Commission still wants a RFQ for a new broker to be ready by September.

Chairwoman Shaw thanked Commissioner Huff for the in depth report and responses to her request for information.

GENERAL MANAGER REPORT

New General Counsel

Mr. Trego welcomed James P. West, PWC's new General Counsel, to the Commission.

Mr. West is a native of Washington, DC and he is a graduate of the University of North Carolina. His past experience includes energy law counsel in Washington, DC; practice within Durham's District Attorney Office; and West Law, his private practice for the last ten years. He has experience working with the North Carolina Utilities Commission (NCUC); business law; employment law; estate planning; and for PWC as their Regulatory Attorney. Mr. West is also a Certified Financial Planner. He has begun the transition process and has met with executive staff to understand their needs. He stated he is looking forward to working with the Commission and assisting however possible.

Relining of Sewer Lines

Mr. Trego stated there was a complaint at the Hope Mills Commission meeting on Monday evening regarding an odor from the sewer lines which are being relined. PWC is taking actions to seal the manholes where the smell is emanating. Staff is also looking into placing odor blockers. Mr. Trego stated the Hope Mills Commission was pleased with the steps we are taking to address the concerns of the citizens. Mr. Noland also stated the odor blockers should help. He stated there are other inhibitors they may place in the wastewater stream to help reduce the odor.

LED Lights in Downtown Area

Mr. Trego stated three different lights were tested in the Downtown Area. There was a very clear consensus on the chosen light (it was in the 200 block of Hay Street). PWC is in the process of ordering the lights and they will be in house in six to eight weeks. Mr. Trego stated when the lights are received; we will notify the City and the Downtown Alliance.

Small Business Training

Mr. Trego stated we facilitated Small Business Training, in conjunction with Diana Potts, Center for Emerging Business on yesterday. There were 40 signed up to attend and 18-20 attended. He stated this training was specific to help them know what we are looking for in a proposal. We educated them on the different types of solicitations we may request; as well as insurance and bonding. He also encouraged them to network with one another.

Though some small businesses were already signed up, Mark Cannady stated, we received several more applications after the training.

Commissioner Shaw asked if staff is tracking the vendors departments use through our call list; tracking to see if they are using the same vendors or some of the new vendors on the list. Ms. Wrench responded the Procurement Department is not necessarily tracking on a spreadsheet but are very cognizant when departments use the same recommended bidder/supplier. The Procurement Department will let the department know there are other bidders/suppliers or they may get bids on their own.

Commissioner Shaw suggested for Ms. Wrench to track the suppliers the departments are utilizing and share it with them once a quarter or twice a year. Commissioner Rogers acknowledged departments would like to engage the vendors/suppliers they know and those that have done a good job for them. He suggested that when they use suppliers and they have not done a good job, to supply feedback so the local suppliers/vendors will know how to win business with PWC.

Hurricane Matthew

Mr. Trego stated we have identified \$13.4M we are looking to get back from insurance or FEMA. We have received commitments of \$1.2M from insurance, and \$1.9M from FEMA, for a total of \$3.1M. Only \$27,000 has been rejected out of \$13.4M. The remainder is still pending. FEMA will not act until we receive a decision from the insurance company. Many times the insurance company will not act until the work is completed. He stated he is encouraged with everything we have submitted to the insurance and FEMA only a very small amount has been rejected. All the work involved in ensuring the paperwork was correct and the hiring of a consultant has paid off.

REPORTS AND INFORMATION

Commission acknowledges receipt of the following reports and information.

- A. Monthly Cash Flow Report – June 2017
- B. Recap of Uncollectible Accounts – June 2017
- C. Investment Report – June 2017
- D. Purchase Order Report – June 2017
- E. Position Vacancies
- F. Approved N.C. Department of Transportation Encroachment Agreement(s):
- G. Encr. #18271 – replacement of electric services – SR1006 nr. I-95 Exit 52
- H. Approved Utility Extension Agreement(s):
 - CJR Property Holdings, LLC – water/sewer utility ext. & service to serve Glen Eagles at Gates Four
- I. Financial Statement Recaps – As of May 31, 2017
 - Electric
 - Water/Wastewater
 - Fleet Maintenance Internal Service Fund

ADJOURNMENT

There being no further business and upon motion by Commissioner Fowler, seconded by Commissioner Rogers and unanimously approved, the meeting was adjourned at 10:32 a.m.

**PUBLIC WORKS COMMISSION
ACTION REQUEST FORM**

TO: David W. Trego, CEO/General Manager

DATE: August 2, 2017

FROM: Gloria Wrench, Procurement Manager

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ACTION REQUESTED: Approve Resolution No. PWC2017.09 authorizing use of the design-build contracting method for construction of the PWC Community Solar project.

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COMMENTS: In 2013, the General Assembly enacted legislation authorizing the use of new contracting methods for public construction projects, one of which is design-build. Design-build is an integrated approach to a construction project that delivers both design (architectural or engineering) and construction services under one contract with a single point of responsibility. Selection of the design-build team is made via the “qualifications-based” selection method outlined in G.S. 143-64.31.

The Commission approved funding in the FY2018 Capital Improvement Budget for construction of a Community Solar project to make solar energy available to all PWC customers without subsidies. PWC partnered with the North Carolina State University College of Engineering, NC Clean Energy Technology Center (NCCETC) to provide, among other tasks, system selection and cost/benefit analysis, operation procedure for dispatch-ability at monthly peak, voltage support options and impacts, Community Solar Program design guidance and project management and support. NCCETC has reviewed best practices in the solar energy industry and recommends the use of the design-build approach for this project.

The scope of this project includes a 1,200 kW_{DC}/1,000 kW_{AC} solar array, with 1 axis tracking and a 500 kW_{DC}, 1,000 kWh battery to be constructed on a site owned by the City of Fayetteville, through the PWC electric fund, adjacent to the Butler-Warner Generation Plant. The project requirements can be thoroughly defined prior to issuance of the Request for Qualifications (RFQ).

PWC staff believes that design-build will be the most advantageous method of contracting for the engineering, design and construction of the Community Solar project because both the solar array and the battery require unique skills and experience. The combination of a solar array with 1 axis tracking and a battery is an emerging industry trend. Therefore, staff, in conjunction with NCCETC, feels the engineering and construction of such a project is best handled by a team consisting of a professional engineer, a general contractor, a solar construction equipment provider and a battery manufacturing firm which will enable them to combine their particular skill sets and solar and battery industry knowledge and experience. Using a design-build team for this project will allow for greater flexibility in design and construction to maximize utilization of the site for the current project and possible future expansion of both the solar array and battery installation.

PWC staff will ensure a high quality project is delivered by assigning experienced project management staff in the Electrical Systems Division, an assigned PWC commissioning agent, and a construction manager from the design-build team. The Butler-Warner Generation Plant manager and other Butler-Warner and electric engineering and operations staff will be involved during the

design and construction phases of the project to ensure that all operational concerns are addressed and accounted for. Given the limited use, scope and complexity of the project, outside consultants are not anticipated to be needed.

The RFQ to select the design-build team will contain requirements related to the use and solicitation of SDBE's for any subcontracting opportunities that may be required throughout the design and construction of the project.

Approval of the attached resolution will authorize staff to use the design-build method for the PWC Community Solar project.

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ACTION BY COMMISSION

APPROVED _____ **REJECTED** _____

DATE _____

**RESOLUTION APPROVING THE USE OF DESIGN-BUILD CONSTRUCTION METHOD
FOR THE COMMUNITY SOLAR PROJECT AT THE BUTLER-WARNER SITE**

WHEREAS, the Fayetteville Public Works Commission, hereinafter referred to as Commission, has determined that the use of the design-build construction method authorized in G.S. 143-128.1A is preferred over other delivery methods provided for under G.S. 143-128, for design and construction of the Community Solar project; and

WHEREAS, the Commission approved the construction of a Community Solar project on a site adjacent to the Butler-Warner Generation Plant that requires unique skills and experience to design and construct; and

WHEREAS, the design-build method is an established best practice in the solar energy industry and will allow for greater flexibility in design and construction to maximize utilization of the site for the current project and possible future expansion of both the solar array and battery installation;

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION THAT:

1. The Commission hereby approves the use of the design-build method of construction for the Community Solar project.

Adopted this _____ day of _____, 2017, at Fayetteville, North Carolina.

FAYETTEVILLE PUBLIC WORKS COMMISSION

Evelyn O. Shaw, Chairwoman

ATTEST:

D. Ralph Huff, III, Secretary

**PUBLIC WORKS COMMISSION
ACTION REQUEST FORM**

TO: David W. Trego, CEO/General Manager **DATE:** August 2, 2017

FROM: Gloria Wrench, Purchasing Manager

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ACTION REQUESTED: Approve award of a contract in the amount of \$324,756.00 to ABB, Inc., Lake Mary, FL, for the purchase of twelve (12) 1200 Amp Vacuum Circuit Breakers in accordance with N.C.G.S. 143-129(g)“piggyback exception”.

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BUDGETED AMOUNT: FY2018 - EL 29 Distribution Circuit Breaker Replacement - \$350,000

DEPARTMENT: Electric Distribution Systems

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COMMENTS: N.C.G.S. 143-129(g) allows governmental units to “piggyback” bids from any state, agency or political subdivision of the state when (i) a vendor has, within the previous 12 months, after having completed a public, formal bid process substantially similar to that required by the North Carolina General Statutes, contracted to furnish the apparatus, supplies, materials or equipment to a government entity; and (ii) the vendor has agreed to furnish the items at the same or more favorable prices, terms, and conditions as those provided under the contract with the other unit. Public Works Commission entered into a contract with ABB, Inc. on November 9, 2016, for the purchase of 1200 Amp Vacuum Circuit Breakers after a public formal bid process. ABB, Inc. has agreed to extend the same pricing structure to the Commission for the purchase of twelve additional units. PWC has included the replacement of twelve (12) power circuit breakers per year in the Capital Improvement Budget for the next six years, to replace aging breakers throughout the system and improve system reliability.

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ACTION BY COMMISSION

APPROVED _____ **REJECTED** _____
DATE _____

ACTION BY COUNCIL

APPROVED _____ **REJECTED** _____
DATE _____

Open Commission Requests

As of 8/9/17

<u>Commission Meeting Date</u>	<u>Presentation/Discussion Item</u>	<u>Presenter (Staff)</u>
To be Determined	Discuss Employees' Compensation Policy outside the Max Payscale Requested by: Commissioner Rogers/Lallier – 7/27/16	D. Trego B. Russell
To be Determined	Presentation on Customer Segmentation Relative to Smart Grid. Requested by: Commissioner Rogers – 2/24/16	M. Brown
On Hold Pending City Action	Review of Fleet Management Services Agreement Updated: 1/20/17	S. Fritzen
COMPLETED 7/26/17	Update Commission on details of lead in water pipes. Requested by: Commissioner Lallier - 1/27/16	M. Noland/C. Smith
COMPLETED 6/16/17 (VIA E-Mail)	Can Commission set a minimum price for an unsolicited offer to purchase the RC Williams Building to be brought to their attention? Requested by: Commissioner Shaw – 6/14/17	D. Trego
COMPLETED 4/13/17 (VIA E-Mail)	Presentation to Commission that describes the method PWC uses to track our assets. Requested by: Commissioner Rogers - 6/22/16	D. Miller I. Copeland
COMPLETED 3/29/17	Provide feedback on creating of a Risks Group/Team to review cyber security and other security risks throughout the Commission Requested by: Commissioner Rogers	Mr. Trego
COMPLETED 3/8/17	Provide Participation Rate of Local Vendors in Our Bids Requested by: Commissioners Rogers and Shaw 2-22-17	D. Miller I. Copeland/G. Wrench
COMPLETED Feb 2017	Economics of Overlay to Phase V Requested by: Commissioner Rogers – 2/8/17	D. Trego
COMPLETED 2/22/17	Presentation on progress of Purchasing Initiatives, including update on DOT Projects as listed below Requested by: Commissioner Rogers/Lallier and Shaw	D. Miller I. Copeland
COMPLETED 2/22/17	Report to Commission regarding DOT Projects and Bid Recommendations <ol style="list-style-type: none"> 1. Understanding on how we spend money on a typical basis (understanding the buckets) 2. Outline the differences between the DOT federal rules and State guidelines. 3. Determine if there is a capacity issue, and/or an ability to perform issue 4. Will there be a likely price issue if things are broken out Requested by: Rogers/Lallier and Shaw	D. Miller I. Copeland

PREVIOUSLY CLOSED COMMISSION REQUESTS HAVE BEEN ARCHIVED

PUBLIC WORKS COMMISSION
MONTHLY INCIDENT SUMMARY
07/2017

F/Y 2017-2018 PERSONAL INJURIES					
DIVISION	CHIEF OFFICER	NUMBERS		EXPENSES	
		THIS MONTH	Y-T-D	THIS MONTH	Y-T-D
MANAGEMENT	TREGO	-	-	-	-
C & CR	HINSON	-	-	-	-
HUMAN RESOURCES	RUSSELL	-	-	-	-
CUSTOMER PROG	BROWN	-	-	-	-
CORPORATE SERVICES	FRITZEN	-	-	-	-
FINANCIAL	MILLER	-	-	-	-
WATER RESOURCES	NOLAND	1	1	\$896.09	\$896.09
ELECTRIC SYSTEMS	RYNNE	1	1	\$17,415.63	\$17,415.63
F/Y TOTALS		2	2	\$18,311.72	\$18,311.72

F/Y 2017-2018 VEHICLE/EQUIPMENT DAMAGE					
DIVISION	CHIEF OFFICER	NUMBERS		EXPENSES	
		THIS MONTH	Y-T-D	THIS MONTH	Y-T-D
MANAGEMENT	TREGO	-	-	-	-
C & CR	HINSON	-	-	-	-
HUMAN RESOURCES	RUSSELL	-	-	-	-
CUSTOMER PROG	BROWN	2	2	-	\$2,215.24
CORPORATE SERVICES	FRITZEN	-	-	-	-
FINANCIAL	MILLER	-	-	-	-
WATER RESOURCES	NOLAND	2	2	\$200.48	\$50.00
ELECTRIC SYSTEMS	RYNNE	3	3	\$573.33	-
F/Y TOTALS		7	7	\$773.81	\$2,265.24

July 1-31, 2017

Personnel Report

<i>DIVISION</i>	<i>AUTHORIZED POSITIONS</i>	<i>ACTUAL EMPLOYEES</i>	<i>Part -time Employees</i>	<i>CONTRACT POSITIONS</i>	<i>VACANT POSITIONS</i>	<i>Staff by Temp Agency</i>
MANAGEMENT						
Executive	5	4			1	
Customer Programs Admin	1	1				
Human Resources Admin	1	1				
Communications/Comm Rel	1	1				
Corporate Services	1	1				
Financial Administration	1	1				
Water Administration	1	1				
Electric Administration	1	1				
Total	12	11	0	0	1	0
COMM/COMM REL						
Communications/Comm Relations	4	3			1	
Total	4	3	0	0	1	0
HUMAN RESOURCES						
Human Resources	6	5			1	
Medical	1	0		1		
OD/Safety & Training	2	2				
Total	9	7	0	1	1	0
CUSTOMER PROGRAMS						
Programs Call Center	12	12				4
Development & Marketing	7	6			1	
Water Meter Shop	2	2				
Electric Meter Shop	3	3				
Utility Field Services	20	18			2	4
Total	44	41	0	0	3	8
CORPORATE SERVICES						
Project Management	15	15				
Warehouse	13	12			1	
Fleet Maintenance	42	38			4	2
Facilities Maintenance	7	7				
Information Systems	2	2				3
Telecommunications	8	8				
Database Support	2	2				
IS Security	2	2				
Applications Support	10	6			4	
End User Computing	7	6			1	
Total	108	98	0	0	10	5

July 1-31, 2017
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<i>DIVISION</i>	<i>AUTHORIZED POSITIONS</i>	<i>ACTUAL EMPLOYEES</i>	<i>Part -time Employees</i>	<i>CONTRACT POSITIONS</i>	<i>VACANT POSITIONS</i>	<i>Staff by Temp Agency or Part-time</i>
<i>FINANCIAL</i>						
Accounting	11	11				1
Payroll	1	1				
Accounts Receivable	10	8			2	
Customer Accts Call Center	44	*45			*1	2
Customer Service Center	12	12				
Risk Management	2	2				1
Environmental Compl	1	1				
Claims	1	1				
Property & ROW Mgmt	6	6				
Collections	0	0				
Internal Auditing	1	1				
Financial Planning	9	8			1	2
Budget	2	2				1
Rates & Planning	2	2				
Purchasing	7	7				1
Total	109	106	0	0	3	8
<i>WATER RESOURCES</i>						
W/R Engineering	35	34			1	
W/R Construction	102	93			9	
P.O. Hoffer Plant	9	9				1
Glenville Lake Plant	6	6				
W/WW Facilities Maint.	22	21			1	1
Cross Creek Plant	10	10				
Rockfish Plant	7	7				
Residuals Management	2	2				1
Environmental Services	1	1				
Laboratory	6	6				
W/R Environ. Sys. Prot.	4	4				
Watersheds	1	1				
Total	205	194	0	0	11	3
<i>DIVISION</i>	<i>AUTHORIZED POSITIONS</i>	<i>ACTUAL EMPLOYEES</i>	<i>Part -time Employees</i>	<i>CONTRACT POSITIONS</i>	<i>VACANT POSITIONS</i>	<i>Staff by Temp Agency</i>
<i>ELECTRIC</i>						
Electrical Engineering	23	22			1	4
Fiber	2	2				
Electric Construction	77	72			5	
Substation	14	14				
Apparatus Repair Shop	5	5				
CT Metering Crews	4	4				
Compliance	3	3				
Power Supply SEPA	0	0				
Power Supply Progress Energy	0	0				
Generation	26	25			1	
Total	154	147		0	7	4
<i>TOTAL</i>	645	607	0	1	37	26

*2 temporary overstaff in Customer Service

DARSWEIL L. ROGERS, COMMISSIONER
WADE R. FOWLER, JR., COMMISSIONER
EVELYN O. SHAW, COMMISSIONER
D. RALPH HUFF, III, COMMISSIONER
DAVID W. TREGO, CEO/GENERAL MANAGER



FAYETTEVILLE PUBLIC WORKS COMMISSION
955 OLD WILMINGTON RD
P.O. BOX 1089
FAYETTEVILLE, NORTH CAROLINA 28302-1089
TELEPHONE (910) 483-1401
WWW.FAYPWC.COM

July 21, 2017

MEMO TO: ALL PWC EMPLOYEES

FROM: Kim Long
Kim.Long@FAYPWC.COM

SUBJECT: **Job Vacancy**

POSITION: **KEY ACCOUNTS AGENT**

DEPARTMENT: **0315- Development & Marketing**

HOURS: **MONDAY-FRIDAY, 8:00AM -5:00 PM**
(Extended hours as required)

GRADE LEVEL: **414 \$19.01-\$23.76/hourly**

QUALIFICATIONS & DUTIES: Any "regular" employee may apply to the Human Resources Department. Please log into EBS, I-Recruitment, Employee Candidate to apply for this position by 5pm, **August 7, 2017.**

SUPERVISORS, PLEASE POST ON BULLETIN BOARD

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July 21, 2017

MEMO TO: ALL PWC EMPLOYEES

FROM: Kim Long
Kim.Long@FAYPWC.COM

SUBJECT: **Job Vacancy**

POSITION: **CUSTOMER SERVICES REPRESENTATIVE**

DEPARTMENT: **0420- Customer Accounts Call Center**

HOURS: **MONDAY-FRIDAY, 11:00AM -8:00 PM**
(Overtime and on-call as required)

GRADE LEVEL: **403 \$15.34-\$19.17/hourly**

QUALIFICATIONS & DUTIES: Any "regular" employee may apply to the Human Resources Department. Please log into EBS, I-Recruitment, Employee Candidate to apply for this position by 5pm, **August 7, 2017.**

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