



Detroit Water and Sewerage Department Meeting Agenda - Final

735 Randolph
Detroit, Michigan 48226
(313) 224-4704 Office
dwsd.legistar.com

Board of Water Commissioners

Wednesday, June 21, 2023

2:00 PM

To attend by phone call one of these numbers:
+1 301 715 8592, +1 312 626 6799, +1 267 831 0333
Use Meeting ID: 815 7263 5118
Use Passcode: 482262021

To attend online:
<https://cityofdetroit.zoom.us/j/81572635118>
Use Passcode: 482262021

BOWC Regular and Annual Meeting

To attend In Person:
735 Randolph, Detroit, MI 48226, 5th Floor Boardroom

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

May 17, 2023

5. ELECTION AND APPROVAL OF OFFICERS

A. [2023-144](#) The Board of Water Commissioners for the City of Detroit Water and Sewerage Department **approves the following officer of Chair for the term of July 1, 2023 through June 30, 2024.**

Sponsors: Pospiech

Attachments: [BOWC Resolution Chair](#)

B. [2023-145](#) The Board of Water Commissioners for the City of Detroit Water and Sewerage Department **approves the following officer of Vice Chair for the term of July 1, 2023 through June 30, 2024.**

Sponsors: Pospiech

Attachments: [Resolution Vice Chair](#)

- C. [2023-146](#) The Board of Water Commissioners for the City of Detroit Water and Sewerage Department **approves the following officer as Board Secretary for the term of July 1, 2023 through June 30, 2024.**

Sponsors: Pospiech

Attachments: [Resolution Board Secretary \(003\)](#)

- D. [2023-147](#) The Board of Water Commissioners for the City of Detroit Water and Sewerage Department **adopts the FY 2023-2024 Schedule of Board Meetings attached to this motion,** and also authorizes the Chairman and the Director to take such other action as may be necessary to accomplish the intent of this vote.

Sponsors: Pospiech

Attachments: [FY2023-2024 BOWC Meeting Calendar](#)

6. **PUBLIC COMMENTS (3 minutes per speaker)**

Anyone from the public who wishes to address any item on the Agenda or make a comment. (3 Minute Limitation)

7. **COMMUNICATIONS**

- A. [2023-148](#) **Receipt of Correspondence**

Sponsors: Riggs

Attachments: [FOIA REQUESTS - MONTHLY REPORT May 2023](#)

8. **ITEMS FROM THE COMMISSIONERS**

9. **UNFINISHED BUSINESS**

None

10. **APPROVAL OF CONSENT AGENDA (Items 10A-H)**

- A. [2023-126](#) The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **approve DWSD Contract 6005348, a piggyback off City of Detroit Contract 6005209, for Media Strategy Planning and Buying (MSPB) services, with Emerald Media, LLC for a term of two (2) years and nine (9) months and a total contract not-to-exceed amount of \$1,400,000.** This also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Sponsors: Welch

Legislative History

6/7/23

Finance Committee

recommended for approval

- B.** [2023-127](#) The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **approve Amendment No. 3 to DWSD Contract 6002651 (CS-1943), with iVantage Group for temporary staffing services for iTron Application Analyst, by adding funding in the amount of \$380,000 and extending the contract term by two (2) years, for a new total amended not-to-exceed amount of \$965,000 and a term of 5.3 years.** The BOWC also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Sponsors: Welch

Legislative History

6/7/23 Finance Committee recommended for approval

- C.** [2023-128](#) The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **approve DWSD Contract No. 6004922 to utilize MiDeal Cooperative Contract #230000000345 with Waste Management of Michigan for removal of non-hazardous solid waste, rubbish & garbage services for a total contract amount not-to-exceed \$180,000 and a term of five years.** This also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Sponsors: Welch

Legislative History

6/7/23 Finance Committee recommended for approval

- D.** [2023-129](#) The Board of Water Commissioners for the City of Detroit Water and Sewerage Department approves the following Finance policies: **1.) Procurement of Goods and Services, rescinding the 2016 Procurement Policy in its entirety; with an effective date of October 1, 2023; 2.) Mileage Reimbursement; and 3.) Real Property Transactions** and also authorizes the Director to take such action as may be necessary to effectuate the policies.

Sponsors: Pospiech

Attachments: [Memorandum to Finance Committee - Final Procurement Policy](#)

[Procurement Policy Slides - All Sessions Combined](#)

[PROCUREMENT POLICY- Version for Final Approval](#)

[200-FIN-Mileage Reimbursement Policy](#)

[Real Property Transaction Policy - Final for Approval](#)

Legislative History

6/7/23 Finance Committee recommended for approval

- E. [2023-136](#) The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **approve Contract 6005318 with Herc Rentals Inc. rental of one-ton pickup trucks, ½ ton pickup trucks, and one-ton cargo vans, utilizing the MiDeal Contract # 071B7700146 for a total contract not-to-exceed amount of \$500,000.00 and a term of 6.5 months.** This also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Sponsors: Welch

Legislative History

6/7/23 Finance Committee recommended for approval

- F. [2023-139](#) The Board of Water Commissioners for the City of Detroit Water and Sewerage Department **approves the Local System Capital Contribution Agreement between the Detroit Water and Sewerage Department and Great Lakes Water Authority, and authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote, including the execution of the Memorandum of Understanding.**

Sponsors: Smalley

- G. [2023-140](#) The Board of Water Commissioners for the City of Detroit Water and Sewerage Department **approves the Record Retention Policy;** and authorizes the Director to take such action as may be necessary to effectuate the policy,

Sponsors: Rainey

Attachments: [Policy Revisions for June 21 Formal Session - final](#)

[Record Retention Policy](#)

[DWSD RETENTION MANUAL](#)

- H. [2023-142](#) The Board of Water Commissioners for the City of Detroit Water Sewerage Department **approves Amendment 1 to DWSD Contract # 60003835 (CS-1962) with Mackinaw Administrators, LLC, to add funding in the amount of \$500,000, for a total contract amount not to exceed \$3,500,000** and authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Sponsors: Pospiech and Welch

11. **NEW BUSINESS**

None

12. **DIRECTOR'S REPORT**

- A. [2023-150](#) **Director's Report**

Sponsors: Brown

Attachments: [Board Report - Metrics - 06212023](#)

13. COMMENTS BY COMMISSIONERS

14. COMMENTS BY THE CHAIR

15. OTHER MATTERS

16. ADJOURNMENT

How to Make a Request for Public Comment

You may provide your public comment via Zoom link:

<http://cityofdetroit.zoom.us/j/81572635118>

During the public comment section for each committee meeting, raise your hand using the Zoom hand icon on your desktop or mobile device, or if calling into the meeting by phone, press *9 to raise your hand (press *6 to unmute when called upon)

We respectfully request that you maximize your three minutes by sharing all your comments/questions at one time. You will only be called upon once for public comment during the same committee meeting, full board meeting, or hearing.

Once the Chair closes public comment, there will be no other public comments accepted and all the attendees will remain muted for the duration of the meeting.