

**NOTICE: TEMPORARY SUSPENSION OF OPEN MEETINGS LAWS DUE TO EMERGENCY**

The Texas Governor temporarily suspended specified provisions of the Texas Open Meetings Act to allow telephonic or videoconference meetings and to avoid congregate settings in physical locations.

Members of the public may view the meeting via the following link: [www.epwater.org](http://www.epwater.org)

In compliance with the requirement that the Public Service Board provide two-way communication for members of the public, members of the public may communicate with the Public Service Board during public comment, and regarding agenda items by calling the toll free number: 1-800-309-2350, pin #9151154.

The public must sign up to speak on items on this agenda before the start of this meeting on the following link at [https://epwater.org/about\\_us/public\\_service\\_board/view\\_live\\_psb\\_meetings](https://epwater.org/about_us/public_service_board/view_live_psb_meetings) no later than 5:00 p.m. MDT on Tuesday December 8, 2020.

**CITY OF EL PASO  
PUBLIC SERVICE BOARD**

**December 9, 2020**

**10:00 a.m.**

**NOTICE TO THE PUBLIC**

All matters listed under the CONSENT AGENDA will be considered by the Public Service Board to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless members of the Board or persons in the audience request specific items be removed from the CONSENT AGENDA to the REGULAR AGENDA for discussion prior to the time the Public Service Board votes on the motion to adopt the CONSENT AGENDA. The Public Service Board may reconsider an agenda item at any time prior to adjournment. Comment by a member of the public as to any regular agenda item will be allowed by the Chair on the item prior to or during the Board's consideration of the item. Reasonable time limits may be imposed by the Chair.

CALL TO ORDER  
ESTABLISHMENT OF A QUORUM  
MOMENT OF SILENT PRAYER  
PLEDGE OF ALLEGIANCE

**CONSENT AGENDA**

1. Consider and approve the minutes of the regularly scheduled meeting held on November 4, 2020, the minutes of the PSB Selection Committee Meeting held on November 5, 2020 and the minutes of the special meeting held on November 17, 2020.  
**(ATTACHMENT)**
2. Consider and approve a resolution allowing for the addition of staff as an authorized representative of the El Paso Water/Public Service Board for the TexPool Investment Pool accounts and to authorize the signature of TexPool Authorized Representatives Form.  
**(ATTACHMENT)**
3. Consider and approve a Sole Source Master Contract in the estimated annual amount of \$150,000 to Texas Waste Equipment Inc. dba Heil of Texas, the sole source provider of Vac-Con and Palfinger Inc. parts and services, for a term of one year with the option for two, one-year extensions, contingent upon Heil of Texas providing yearly documentation attesting to their sole source status.  
**(ATTACHMENT)**

**REGULAR AGENDA**

4. Consider and approve a Supplemental Master Services Agreement ("Agreement") for payment services with Paymentus Group, Inc. through ESC Region 19-Allied Services Cooperative Contract Number 20-7369 for an initial term beginning on the effective date and ending May 31, 2021, with four options to extend for one-year periods with an the estimated annual amount of \$1,400,000 based on the per transaction fee of Schedule A of the Agreement and allow for a 10% annual contingency for customer usage growth; and that the President/CEO or designee is authorized to sign any related documents to effectuate this Agreement.  
**(ATTACHMENT)**

**REGULAR AGENDA (continued)**

5. Consider and award Bid Number 63-20, Small Precast Concrete Meter Boxes, to the lowest responsive, responsible bidder, Sun City Precast, LLC, in the estimated annual amount of \$120,110 for a one-year term with the option for two, one-year extensions.  
**(ATTACHMENT)**
6. Consider and approve a sole source purchase of an AQ400 Discrete Analyzer to SEAL Analytical Inc. in the amount of \$49,425. **(ATTACHMENT)**
7. Consider and approve the Sole Source Contract with Hills Brothers Chemical Company, for the purchase of a Thioguard-Technical Grade Magnesium Hydroxide, in the annual estimated amount of \$124,420 for a one-year term with the option of two, one-year extensions contingent upon Hill Brothers Chemical Company providing yearly documentation attesting to their sole source status.  
**(ATTACHMENT)**
8. Consider and approve an increase of \$660,000 to the current Master Contract with James, Cooke and Hobson, Inc. to include the sole source purchases and repair services for Xylem Flygt, Xylem Sanitaire, Aurora, and Singer Control Valves, and to amend the term of the Master Contract by adding the option of two, one-year extensions, for the estimated annual amount of \$1,010,000 contingent upon James, Cooke and Hobson, Inc. providing yearly documentation attesting to the status of its proprietary or patented technologies, processes, and parts. **(ATTACHMENT)**
9. Consider and award the sole source purchase of one Refurbished Aeration Blower from Howden Roots, LLC, in the amount of \$157,000 and authorize the use of commercial paper.  
**(ATTACHMENT)**
10. Consider and approve a Professional Services Contract for the evaluation and design of the Fred Hervey Water Reclamation Plant's Reclaimed Water System Upgrades to Carollo Engineers, Inc. in an estimated amount of \$75,000 and authorize future task orders or amendments to be issued under this contract for additional design, bid and construction phase services in the estimated amount of \$325,000; provided that funding is available in the approved budget for the task orders or amendments, and authorize the use of commercial paper. **(ATTACHMENT)**
11. Consider and award professional services contracts for On-Call Professional Architectural and Engineering Services to Carl Daniels Architects, Huitt-Zollars, Inc., and Mijares-Mora Architects, Inc., each in a maximum amount of \$750,000 with a term of three years for each, and authorize the use of commercial paper. **(ATTACHMENT)**
12. Consider and award Bid Number 56-20, Fred Hervey Water Reclamation Plant Virgin Carbon Feed Upgrade to the lowest responsive, responsible bidder, Smithco Construction, Inc., in the amount of \$1,227,500 and authorize the use of commercial paper. **(ATTACHMENT)**
13. Consider and approve the 2021 Public Service Board Meeting Schedule. **(ATTACHMENT)**
14. Consider and approve the proposed PSB Member Selection Timeline. **(ATTACHMENT)**
15. Presentation of FY 2021-2022 Stormwater Fee Increase Scenarios. **(ATTACHMENT)**
16. Management Report:
  - PSB meeting start time
  - Report on City CARES Act grant funding for water utility assistance
  - Status of pavement cuts and plates on streets
  - Construction Change Order Annual Report

### REGULAR AGENDA (continued)

17. Public Comment: The PSB will permit public comment on any item not on the agenda. The Chair may impose reasonable time limits for each speaker.

### EXECUTIVE SESSION

The Public Service Board will retire in Executive Session pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Sections 551.071 through 551.076. (The items listed below are matters of the sort to be discussed in Executive Session; however, the Public Service Board may move to Executive Session any item of this agenda, consistent with the terms of the Open Meetings Act.)

Section 551.071	Consultation with Attorney
Section 551.072	Deliberation regarding Real Property
Section 551.074	Personnel Matters

a. **Section 551.072 Deliberation regarding Real Property**

The Board will deliberate regarding whether the following parcels legally described as a portion of the Santa Teresa Grant situated within Township 28 South, Range 3 East, New Mexico Principal Meridian, being U.S.R.S. Tracts 32-13A2 and 32-13-B2, in Dona Ana County, New Mexico; a portion of the Santa Teresa Grant within Township 28 South, Range 3 East, New Mexico Principal Meridian, being a portion of U.S.R.S. Tract 32-13A1 and all U.S.R.S. Tract 32-13B1, Dona Ana County, New Mexico; a portion of the Santa Teresa Grant within Township 28 South, Range 3 East, New Mexico Principal Meridian, being a portion of U.S.R.S. Tract 32-13A1 in Dona Ana County, New Mexico; Tract 13, Block 9, Upper Valley Surveys, in the City of El Paso, El Paso County, Texas; Portions of fractional Lots 11 and 12, in Section 22, Township 27 South, Range 3 East, New Mexico Principal Meridian, Dona Ana County, New Mexico; portions of Lot 5 and Tract 197, in Section 22, Township 27 South, Range 3 East, New Mexico Principal Meridian, Dona Ana County, New Mexico; a portion of Tract 198, in Section 22, Township 27 South, Range 3 East, New Mexico Principal Meridian, Dona Ana County, New Mexico; a portion of Tract 198, Sections 14, 15, 22, and 23, Township 27 South, Range 3 East, New Mexico Principal Meridian, Dona Ana County, New Mexico; a parcel of land lying in Section 9, Township 27 South, Range 3 East, New Mexico Principal Meridian Surveys, Dona Ana County, New Mexico; U.S.R.S. Tracts 31-78, in the Santa Teresa Grant and projected Section 9, Township 28 South, Range 3 East, New Mexico Principal Meridian, Dona Ana County, New Mexico; can be declared inexpedient to the water system.

Any action as a result of these discussions will be taken at the re-opening of this meeting or at a subsequent meeting.

Adjournment.

### NOTICE TO THE PUBLIC:

Meetings of the City of El Paso Public Service Board are accessible to individuals with disabilities. Accessible visitor parking spaces as well as the accessible entrance and ramp are located at the main entrance of the El Paso Water Headquarters Building, 1154 Hawkins Blvd. Individuals with disabilities in need of auxiliary aids and services, including interpreters for deaf or hearing impaired, must request such aids and services seventy-two (72) hours prior to the meeting. For assistance, contact the Board Administrator at (915) 594-5501.

**ALL PUBLIC SERVICE BOARD AGENDAS ARE PLACED ON THE INTERNET AT  
[WWW.EPWater.ORG](http://WWW.EPWater.ORG)**