

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 25TH DAY OF NOVEMBER 1997, AT 9:53 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Perry M. DePue, Vice Chairman
 M. Anderson Bradshaw
 Robert A. Magoon, Jr.
 Jack D. Edwards
 David L. Sisk

Sanford B. Wanner, Secretary
 Robert H. Smith, Treasurer
 Frank M. Morton, III, County Attorney
 Larry M. Foster, General Manager

**B. MINUTES - September 23, 1997
 October 14, 1997**

Mr. DePue asked if there were corrections or additions to the minutes.

Mr. Sisk made a motion to approve the minutes.

The motion passed by unanimous voice vote.

C. BOARD CONSIDERATIONS

1. Bid Award - Closed Circuit TV (CCTV) System

Mr. Larry M. Foster, General Manager, James City Service Authority, stated that the current system to diagnose problems in sewer lines was outdated and undersized. He stated that the specifications were bid and Virginia Public Works Equipment was the only firm submitting a bid, with negotiated price of \$82,000.

Staff recommended approval of the resolution.

Mr. Edwards made a motion to approve the resolution.

The motion passed by unanimous voice vote.

RESOLUTION

BID AWARD: CLOSED CIRCUIT TV (CCTV) SYSTEM

WHEREAS, the specifications for a CCTV System have been publicly advertised and competently bid; and

WHEREAS, Virginia Public Works Equipment submitted the only bid (\$95,477) for the equipment; and

WHEREAS, the specifications have been modified and the bid negotiated to a purchase price of \$82,000, which is within the budget allocation.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby award the bid for the purchase of a CCTV System to Virginia Public Works Equipment for \$82,000.

2. Contract Award - Supervising, Control and Data Acquisition System (SCADA)

Mr. Foster stated that the telemetry system, a radio frequency-based alarm system to monitor equipment failure in sewer pump stations, needed to be replaced.

Mr. Foster stated that six firms responded to the Request for Proposals and Hartwell Engineering, Inc. was selected at a cost of \$206,126 to provide equipment, programming and associated services.

Staff recommended approval of the resolution.

Mr. Bradshaw made a motion to approve the resolution.

The motion passed by unanimous voice vote.

RESOLUTION

CONTRACT AWARD: SUPERVISORY CONTROL AND DATA ACQUISITION SYSTEM

WHEREAS, the James City Service Authority (JCSA) desires to install a Supervisory Control and Data Acquisition System (SCADA) in its water and sewer facilities to monitor the operation and provide alarms for equipment failures; and

WHEREAS, six firms responded to the Request for Proposals. Three were interviewed and site visits made to locations where work had been performed by the firms; and

WHEREAS, Hartwell Engineering, Inc., was selected as the firm most capable of performing the work associated with the Request for Proposals.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby award the contract for providing SCADA-related services as described in the Scope of Services for the project to the JCSA for a cost of \$206,126.

D. BOARD REQUESTS AND DIRECTIVES

Mr. Magoon made a motion to go into executive session to pursuant to Section 2.344(A)(3) of the Code of Virginia to consider acquisition of a parcel of property, at 10:07 p.m.

The motion passed by unanimous voice vote.

Mr. DePue reconvened the Board at 10:27 p.m.

Mr. DePue made a motion to approve the executive session resolution.

The motion passed by unanimous voice vote.

RESOLUTION

MEETING DATE: November 25, 1997

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Board of Directors of the James City Service Authority, (Board) has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

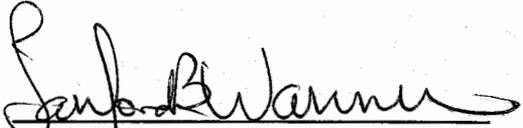
WHEREAS, Section 2.1-344.1 of the Code of Virginia requires a certification by the Board that such executive meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby certifies that, to the best of each member's knowledge; (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies; and, (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board.

Mr. Edwards made a motion to adjourn.

The motion passed by unanimous voice vote.

The Board adjourned at 10:28 p.m.


Sanford B. Wanner
Secretary to the Board