

**MINUTES**  
**ORLANDO UTILITIES COMMISSION**  
**November 12, 2019**  
**2:00 P.M.**

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**Present:**

COMMISSIONERS:

Cesar E. Calvet, President  
 Britta Gross, First Vice President  
 Larry Mills, Second Vice President (via telephone)  
 Gregory D. Lee, Immediate Past President  
 Mayor Buddy Dyer

Clint Bullock, General Manager & Chief Executive Officer  
 Jan Aspuru, Chief Operating Officer  
 Mindy Brenay, Chief Financial Officer  
 W. Christopher Browder, Chief Legal Officer  
 Linda Ferrone, Chief Customer Officer  
 Latisha Thompson, Chief Employee Experience Officer  
 Greg Rodeghier, Interim Managing Director, Information Technology  
 LeMoyne Adams, Luz Aviles, Wade Gillingham, & Ken Zambito, Vice Presidents  
 Nanci Schwartz, Recording Secretary

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President Calvet congratulated Mayor Dyer on his re-election. President Calvet asked German Romero to give the invocation. President Calvet thanked Mr. Romero for his invocation and congratulated him on his upcoming retirement. President Calvet invited Thomas Holt to lead the Pledge of Allegiance to the Flag. The Commission Meeting was called to order at 2:05 P.M.

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On a motion by Mayor Dyer, seconded by Commissioner Lee and unanimously carried, the reading of the minutes of the October 8, 2019 Commission Meeting was waived and the minutes were approved.

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President Calvet noted that Commissioner Mills was attending the meeting via telephone.

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Mindy Brenay presented a 20-year Service Award to Ed Thomas, Materials Demand Manager, Financial and Support Services.

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Jenise Osani stated that on Saturday, November 2, OUC hosted its annual OUC Charity Golf Tournament at MetroWest Golf Club. For more than 24 years, proceeds from the tournament have benefited nonprofit organizations within our community that work tirelessly to improve the lives of Central Florida residents. Since the inaugural event in 1995, the tournament has donated more than \$788,000 to benefit 51 agencies. Ms. Osani recognized Claston Sunanon for helping secure more than \$29,000 in sponsorships for this year's tournament.

OUC's focus for this year's employee giving campaign and community outreach are on organizations that are advancing literacy rates in children and adults. As a result of that focus on literacy, the 2019 OUC Charity Golf Tournament proceeds benefited the Adult Literacy League, Early Learning Coalition of Orange County and Need to Read, Inc. totaling \$30,000.

Ms. Osani presented a \$10,000 check to Gina Solomon, Executive Director of the Adult Literacy League.

Ms. Osani presented a \$10,000 check to Karen Willis, CEO of the Early Learning Coalition of Orange County.

Ms. Osani presented a \$10,000 check to Pastor Roderick Zak, CEO of Need to Read, Inc.

Mr. Bullock recognized Greg Rodeghier, Interim Managing Director of Information Technology, for his contributions to the OUC Charity Golf Tournament. Since 2008, his leadership and guidance includes working behind the scenes to put together the golf pairings, secure raffle prizes, educating staff on flights and golf operations, and most importantly golfing with the CEO or Commissioners for many years. Mr. Rodeghier's involvement and commitment to making the tournament a success each year will be missed. Mr. Bullock presented a plaque to Mr. Rodeghier to recognize his hard work and dedication over the last 11 years.

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Ms. Ferrone stated that the Communications team received two Excellence in Public Power Communications awards from the American Public Power Association (APPA). Out of more than 150 entries from across the nation, OUC's Corporate Responsibility Report garnered an Award of Excellence in the Print and Digital category. OUC's new blog, OUConnect, received an Award of Merit in the Social Media and Web category. Ms. Ferrone recognized the team members from Communications, eCommerce, and Creative Services who were involved in

the creation, promotion, launch and daily production of these products and programs, including Jenise Osani, Michelle Lynch, Steven Calamusa, Stephanie Cameron, Sarah Chrisien, Mike Boslet, Dennis Warner, Mike Matthews, and Bernadette Mural.

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Latisha Thompson acknowledged that OUC recognized veterans at a special flag ceremony at three OUC locations. Veterans make up 10 percent of OUC's workforce. As an organization, OUC routinely recruits veterans, funds programs to help veterans, and employees volunteer their time to care for veterans in the community. On October 28, OUC officially announced its partnership with the U.S. Tennis Association (USTA) as the presenting sponsor of their Military Program and Wheelchair Tennis Program. The free clinics are designed to provide veterans with an outlet to stay active and healthy. The military clinic takes place on Monday evenings and the National Rollers Program on Thursday evenings at the USTA National Campus in Lake Nona, providing sport wheelchairs and racquets to participants. Ms. Thompson thanked OUC military veterans Maggie Burdette, Thomas Holt, Randy Hanna, and Neven Morales Cruz for participating in the clinic. She presented a video of the event.

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Mr. Bullock asked Claston Sunanon to provide a presentation on Affirmative Item A-4 regarding the Long-Term Partial Requirements Power Supply Agreement with the City of Winter Park. This is a continuation of a collaborative effort between the Electric and Water Production and the Transmission and Distribution Business Units, which provided an innovative solution to start serving a portion of Winter Park's distribution load in 2014. Mr. Sunanon explained how OUC optimizes its generation portfolio. OUC is currently drafting a request for proposal to provide power to Mount Dora and was recently awarded a contract to sell power to TECO from December 2020 through February 2021. The current agreement with Winter Park was for a term of January 1, 2014-December 31, 2019, with a capacity of 20 MWs. OUC designed and installed two 12kV distribution interconnections. Mr. Sunanon showed the interconnection between OUC's service territory and Winter Park. The new agreement begins January 1, 2020 for a seven year term and an approximate capacity of up to 20 MWs. Capacity charges are pre-set through the entire term. Winter Park has the annual option to select energy costs, which are indexed to a heat rate and natural gas index, or OUC system energy costs. The benefits to this agreement include continuing to optimize the use of OUC's generation and transmission portfolio, a positive rate impact for OUC retail customers, a range of benefits to OUC from capacity and non-energy revenue at or for a minimum of \$10 million for 7 years, the opportunity to continue our partnership with Winter Park, and a negotiated Interlocal Agreement to provide additional services.

Mr. Bullock thanked Mr. Sunanon and his team, Wade Gillingham, Chris Browder and the legal team for their work on this project. He is looking forward to the opportunity for more business in Winter Park and more wholesale opportunities.

Commissioner Calvet commented that OUC benefits when working with Winter Park due to not needing to utilize another utility’s transmission system.

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President Calvet presented the Affirmative Items for approval. With a motion by Commissioner Lee and seconded by Commissioner Gross, the Affirmative Items were approved as follows:

1. Ratification of the fuel procurements to the most responsive and responsible bidders in June and July 2019 in the aggregate amount \$13,420,741.22 as follows:

**NATURAL GAS PURCHASES:**

August 2019	BP Energy	\$ 402,753.86
August 2019	Conoco Philips	\$ 358,550.00
August 2019	EDF Trading	\$ 834,086.84
August 2019	Infinite Energy	\$ 250,533.22
August 2019	Macquarie Cook Energy, LLC	\$ 221,033.80
August 2019	Mansfield Power & Gas, LLC	\$ 619,609.43
August 2019	Municipal Gas Authority of Georgia	\$ 624,309.00
August 2019	Shell Energy	\$ 349,500.00
August 2019	Tenaska Marketing Ventures	\$2,497,986.37
August 2019	Texla Energy Management, Inc.	\$ 652,548.61
August 2019	Uniper Global Commodities	\$ 562,708.88

**COAL PURCHASES:**

August 2019	Crimson Coal Corporation	\$6,047,121.21
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2. Approval of Change Request No. 1 to the Capital Expenditure Estimate for the Stanton Energy Center Unit 1 Air Heater Module Replacement & Upgrade Project for construction services in the amount of \$2,340,000, increasing the total project cost to \$5,140,000. Approval of a Purchase Order to AZZ SMS LLC to provide labor and equipment to perform inspections, repairs, and equipment upgrades for the Stanton Energy Center Units 1 & 2 and Combined Cycle Unit B steam generator, and Unit 1 air heater module construction services during the 2020 Spring Outages in the amount of \$4,198,890. Approval of a Purchase Order to AirTek Construction, Inc. to provide labor and equipment to perform inspection and repair services for the Stanton Energy Center Unit 1 precipitator during the 2020 Spring Outage in the amount of \$530,000;
3. Approval of RFP #4791 – Contract award to SPX Transformer Solutions, Inc., the most responsive and responsible vendor, to provide

equipment and labor for a 25 MVA reserve auxiliary transformer for Stanton Energy Center Combined Cycle Unit B in the amount of \$660,000. Approval of RFP #4790 – Contract award to Cummins, Inc., the lowest, most responsive, and responsible vendor, to provide equipment and labor for a 1,500 KW emergency diesel generator for Stanton Energy Center Combined Cycle Unit B in the amount of \$780,000. Approval of a Purchase Order to Hitachi T&D Solutions, Inc. to provide equipment and labor for a 245kV gas circuit breaker for the Stanton Energy Center Combined Cycle Unit B in the amount of \$110,000;

4. Authorization for the General Manager & CEO to execute a Long-Term Partial Requirements Power Supply Agreement with the City of Winter Park for a seven-year term beginning January 1, 2020, subject to final OUC legal review and approval;
5. Approval of RFP #4689 – Contract award to Eddy Current Specialists, Inc. d/b/a ECS, Inc., the lowest, most responsive, and responsible vendor, to provide chiller eddy current testing services at all Chilled Water Plants in the amount of \$190,000. The contract terms is five years with five one-year renewal options;
6. Approval of RFP #4784 – Contract award to CT/HX Services, LLC, the lowest, most responsive, and responsible vendor, for installation of new fill material and drift eliminators at the Downtown South Chilled Water Plant cooling towers in the amount of \$219,857;
7. Approval of RFP #4679 – Contract award to INTL FCStone Financial Inc., the lowest, most responsive, and responsible vendor, to provide comprehensive consulting services for the Energy Risk Management Program in the amount of \$214,500. The contract term is five years with two one-year renewal options;
8. Approval of RFQ #4765 – Contract award to TAW Orlando Service Center, Inc., the most responsive and responsible vendor, to provide a new spare motor for the Stanton Energy Center coal conveyor belt No. 2 in the amount of \$213,200;
9. Approval of an OUC initiated scope change and conforming Change Order No. 2 to Austin Maintenance & Construction, Inc. in the amount of \$11,500,000 to continue providing supplemental labor services through December 31, 2021, increasing the total Purchase Order amount to \$35,500,000;

10. Approval of a single source Purchase Order to Musco Lighting, LLC to provide construction management and construction services for the project in the amount of \$259,353.46;
11. Approval of a single source Purchase Order to Cathcart Construction Company – Florida, LLC to provide construction services for the Interstate 4 Ultimate Water System Improvements Project - Colonial Drive Water Main Replacement in the amount of \$233,296.20;
12. Approval of RFP #4730 – Contract award to Keyrus USA, Inc., the most responsive and responsible vendor, for preliminary design services for the Enterprise Meter Data Repository Solution Project – Phase 1 of 2 in the amount of \$311,400;
13. Ratification of \$742,879.87 to Locate Holdings, Inc. d/b/a USIC Locating Services, LLC for authorized underground facilities line locating services through November 1, 2019. Approval of a new Purchase Order to Locate Holding Services, Inc. d/b/a USIC Locating Services, LLC to perform underground facilities line locating services through November 2, 2021 in the amount of \$2,300,000;
14. Approval of Change Request No. 1 to the Substation Capital Expenditure Estimate in the amount of \$15,155,000 for engineering, procurement and construction support necessary to complete the Convention Center Transformer Unit Additions Project, increasing the total project cost to \$15,250,000. Approval of an OUC initiated scope change and conforming Change Order No. 1 to Black & Veatch in the amount of \$1,530,000 to provide design engineering and construction management services, increasing the total Purchase Order amount to \$1,625,000. Approval of RFP #4675 – Contract award to the two most responsive and responsible manufacturers, Pennsylvania Transformer Technology, Inc. for one power transformer in the amount of \$975,000; and SPX Transformer Solutions, Inc. for two power transformers in the amount of \$1,950,000. The contract terms are five years with two one-year renewal options. Approval of Purchase Orders to Central Electric Company d/b/a AZZ, Inc. for three metal-clad switchgear and ducts in the amount of \$2,650,000; Hitachi T&D Solutions, Inc. for four power circuit breakers in the amount of \$430,000; and Controllix Corporation for three capacitor banks in the amount of \$370,000;
15. Approval of a Capital Expenditure Estimate for the Procurement Automation Project in the amount of \$849,944. Approval of a Purchase Order to Impact Innovations Systems, Inc. for configuration, design, and development services in the amount of \$344,590. Approval of an OUC initiated scope change and conforming Change Order No. 7 to Agile1 in the amount of \$175,410 to provide temporary staffing

services for project management and business analysis resources for the project, increasing the total Purchase Order amount to \$16,411,508.02;

16. Approval of RFP #4644 – Contract award to Empirix Inc., the most responsive and responsible vendor, for Interactive Voice Response Automated Testing Software, implementation services, and software subscription and support for the period of December 1, 2019 through November 30, 2024 in the amount of \$495,000;
17. Approval of Purchase Orders to pre-qualified Information Technology and Operational Technology infrastructure and security support vendors to provide cyber-security professional services and products for the period of December 1, 2019 through November 30, 2020 in the aggregate amount of \$500,000;
18. Approval of Change Request No. 2 to the Capital Expenditure Estimate for the St. Cloud Operations & Maintenance Facility Project, including Phase 1 environmental site restoration cleanup and Phase 3 CMAR pre-construction services in the aggregate amount of \$1,034,100, increasing the total project cost to \$7,990,427. Approval of an OUC initiated scope change and conforming Change Order No. 1 to Tetra Tech, Inc. in the amount of \$216,100 to perform Phase 1 environmental site restoration cleanup, increasing the total Purchase Order amount to \$495,419. Approval of SOQ #4713 – Contract award to Ajax Building Company LLC, the most qualified firm, to provide Construction Manager at Risk pre-construction services required for Phase 3 of the St. Cloud Operations & Maintenance Facility Project in the amount of \$800,000;
19. Approval of an OUC initiated scope change and conforming Change Order No. 1 to Mobile Mini, Inc. d/b/a Mobile Storage Solutions in the amount of \$105,000 to continue leasing individual temporary storage containers through December 31, 2021, increasing the total Purchase Order amount to \$195,425;
20. Approval of RFP #4767 – Contract award to Mechanical Services of Central Florida, Inc., the most responsive and responsible supplier, to provide HVAC maintenance, repair, equipment upgrades, and replacement services in the amount of \$3,091,361. The contract term is three years with two one-year renewal options;
21. Approval of RFP #4758 – Contract award to Sutter Roofing Company of Florida, the lowest, most responsive, and responsible supplier, to provide roof inspection services in the amount of \$235,040; and RFP #4712 – Contract award to Advanced Roofing, Inc. and T&G

Constructors, the lowest, most responsive, and responsible suppliers, to provide roof maintenance and repair services in the aggregate amount of \$474,088. The contract terms are three years with two one-year renewal options;

22. Approval of a sole source Purchase Order to Carahsoft Technology Corporation for the LinkedIn corporate agreement for the period of December 31, 2019 through December 30, 2022 in the amount of \$178,936.25;
23. Approval of a Purchase Order for Reliance Standard Life Insurance Company to provide life insurance for active and retired employees as well as accidental death and dismemberment and long-term disability insurance coverage for active employees in the amount of \$2,793,700. The contract term is three years with two one-year renewal options;
24. Approval of a Purchase Order to Matrix Absence Management, Inc. to administer the Short-Term Disability and Family Medical Leave Act Programs in the amount of \$180,000. The contract term is three years with two one-year renewal options;
25. Authorization for the General Manager & CEO to execute the Release of Easement for Orange County Public Schools site Audubon Park School, for property located south of Corrine Drive and east of North Bumby Avenue;
26. Authorization for the General Manager & CEO to execute the Release of Easement for Orange County Public Schools site Lake Como School, for property located south of East Gore Street and east of South Bumby Avenue; and
27. Approval of the 2020 Commission Meeting dates on January 21, March 10, April 14, May 12, June 9, July 14, August 11, October 13, November 10, and December 8.

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President Calvet stated that the Finance Committee conducted its regular meeting on October 8, 2019.

A review of the Finance Committee Charter responsibilities was presented along with scheduled frequencies and scheduled completion dates.

Management reports for the quarter ending June 30, 2019 were reviewed along with an update on completed and pending Commission-authorized natural gas supply agreements.

The Finance Committee also reviewed economic and financing opportunities, including the merits, objectives, and guidelines securing a competitively bid line of credit facility. The Committee also reviewed the execution of a forward interest rate lock for future capital plan funding. The Committee confirmed its agreement to pursue these opportunities for future consideration at a Special Finance Commitment meeting in advance of recommendation to the Commission.

The Finance Committee reviewed the modifications to the Finance Committee Charter, including incorporating line of credit facility guidance. Proposed changes were unanimously approved.

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Mindy Brenay stated that the Financial Services team is working to complete the year-end audit, which will be presented to the Audit Committee on December 12. October revenues were slightly ahead of budget for electric energy revenues. Cooling degree days were more than 50 percent higher than normally budgeted. Water revenues were also slightly ahead of budget. Wholesale and other revenues exceeded budget by approximately five percent.

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Mr. Bullock asked Lacey Zinser to provide an update on Cyber Security Awareness. Ms. Zinser explained that the Cyber Security Enterprise Committee (CSEC) was established in September 2018 to protect OUC's data, technology, and services from physical and cyber security threats. The CSEC Executive Committee provides directions, decisions, and sponsorship, while the Steering Committee recommends and plans how cyber security will move forward. The CSEC focuses on four programs: incident response preparedness, security awareness, enterprise cyber security policy development, and establish architecture and common tools. The cyber security awareness working group has had several milestones, including mandatory online training, extending training to security guards, phishing tests, cyber security awareness events, and enacting an external email alert banner. Staff held a Scary Cyber Security Awareness event to coincide with National Cyber Security Awareness Month being held in October. Ms. Zinser presented a video showing the event.

Ms. Gross asked for clarification regarding the influence of security guards on cyber security. Ms. Zinser explained how physical security guards and security cameras are the first line of defense around cyber assets, and how physical disturbances can lead to cyber attacks.

Mr. Bullock noted the importance of changing messaging in order to reach employees regarding cyber security. He also noted emails can be reviewed for possible phishing attacks. He thanked Ms. Zinser and her team for a great job.

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Mr. Bullock stated that on October 8, the Department of Environmental Protection (DEP) released its final plan for using the Volkswagen (VW) mitigation funds, along with issuing a notice of funding for school buses and three RFIs with a deadline of November 7. OUC decided to take a leadership role and actively engaged key stakeholders for responses to projects regarding light duty infrastructure, diesel emission reduction act, and bus replacements. Between now and July, when the DEP will have funding appropriated in the new Fiscal Year, OUC will be working with all stakeholders to detail the projects in preparation for submitting for grant funding as appropriate.

Mr. Bullock commented that electrification is progressing well in Florida, with a 7 percent growth in the state since August. Similarly, OUC has increased electrification 8 percent in the service territory.

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Mr. Bullock reminded the Commissioners that the 2019 OUC Orlando Half Marathon and Track Shack Lake Eola 5K will be held on December 7 at Lake Eola Park starting at 7:30 a.m. OUC will provide the EV race lead car, tapping OUC hydrants along the course, and have a booth in the Community Matters area. OUC's involvement is one of the many reasons why the half marathon is Florida's first and only Sustainable Race and earned Silver Certification from the Council for Responsible Sport. Registration is free for employees, retirees, contractors, and immediate family members.

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Mr. Bullock congratulated Mayor Dyer on his re-election.

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Commissioner Lee apologized for not being able to attend this year's golf tournament but was glad to see the three organizations receive funds. He congratulated Mr. Sunanon on his fundraising effort. He praised the success of the Veteran's Day activities and the USTA clinic. He thanked Mr. Sunanon for his presentation and congratulated all the team members involved. He also thanked Ms. Zinser for her presentation.

Commissioner Gross congratulated Mayor Dyer on his re-election. She thanked Ms. Zinser on her presentation and noted the importance of cyber security and staying ahead of attacks. She congratulated OUC on the community service awards.

Commissioner Mills congratulated Mayor Dyer on his campaign and re-election. He stated he was impressed with the participation in the OUC Charity Golf

Tournament and was glad to see the organizations that received the fundraising efforts. He thanked Ms. Zinser and Ms. Brenay for their presentations.

Mayor Dyer thanked everyone for their congratulations. He promoted Small Business Saturday and encouraged everyone to shop in one of Orlando's ten Main Streets districts. He invited everyone to the Lake Eola Christmas Tree Lighting on December 6. He wished everyone a Happy Thanksgiving.

President Calvet congratulated Ed Thomas on his Service Award. He thanked German Romero for his service and wished him the best in his retirement. He praised the Long-Term Partial Requirements Power Supply Agreement with the City of Winter Park and OUC's various military programs. He congratulated everyone on the fundraising efforts for the OUC Charity Golf Tournament and was glad to see the three organizations honored with checks. He wished everyone a Happy Thanksgiving.

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President Calvet adjourned the meeting at 3:00 P.M.

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President

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Secretary