

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting, July 10, 2003

Vice Chairman Lloyd Joiner called the meeting to order at 1:30 p.m.

Present at the meeting were: Vice Chairman, Lloyd Joiner, Secretary/Treasurer, Marie Barber, Board Members, Wesley E. Greene, Sr., J. Alan Horton, Robbie Moore and John L. Westervelt, General Manager, M. Wade Brannan, Deputy Manager, Terry R. Hicks, Department Managers, Dennis Hammock, Teresa Adams, Guy Pihera and Mike Thomas, Assistant to the Manager of Maintenance & Construction, Richard Randolph, Assistant Manager of Administration, Scott Bailey, Project Manager, Mike Buffington, Human Resource Director, Ed Durham, Network Administrator Chris Sims, Administrative Secretary, Dianne Hammock, and Executive Secretary, Janet Matthews. Also present were: Steve Fincher, Fincher & Hecht, L.L.C., Rick Hirsekorn, of CH2M Hill, Chris and Farrar Wood, of Jim Wood & Associates Public Relations, Visitors: Darrell Thomas, Environmental Engineer with Williams-Russell & Johnson, Incorporated along with CCWA employees: James Allen, Norris Howell, Charles Martin, Terry Worley, Mike Gaylor, Don Wright, and Kim Zimmerman.

Vice Chairman Joiner explained to those in attendance that Chairman Pete McQueen had back/neck surgery since the Board's last meeting, but was home and doing okay. Vice Chairman Joiner stated that Chairman McQueen did send his regrets for not being here today and asked Vice Chairman Joiner to conduct the meeting for him.

Vice Chairman Joiner also shared with those in attendance that Pete and Gwen McQueen have a sixteen-year-old granddaughter, Amanda, who had contracted a virus. She was taken to Emory, then Scottish Rite, and finally to Egleston, where they identified the problem. It is a very serious situation, in that, she is on antibiotics; she did come home, but was readmitted today. We are not sure of her exact status now.

Vice Chairman Joiner also wanted to share a couple of other items of concern in our Water Authority family. Mike Buffington's brother recently went through cancer treatment and contacted a staff infection. Again, another very serious situation, rather grim, but Mike has received a little positive information today and we hope that that continues.

Vice Chairman Joiner also mentioned that Jim Poff's father passed away. Vice Chairman Joiner stated that he did not want to start the meeting off all grim, but thought that everyone would be interested in what was going on. Vice Chairman Joiner stated that he was going to ask everyone to keep all these situations in your prayers and hoped good news would continue to come.

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Vice Chairman Joiner called on Charles Martin, Storekeeper, to give the invocation.

Vice Chairman Joiner called for any omissions or additions to the Regular and Executive Session Board minutes of June 5, 2003. Hearing none

Upon Motion by Robbie Moore and seconded by Marie Barber it was unanimously

RESOLVED: to approve the Regular and Executive Session Board minutes of June 5, 2003 as presented.

Financial and Statistical Report: Vice Chairman Joiner called on Scott Bailey, Assistant Manager of Administration, who presented the monthly financial and statistical report. There was discussion concerning this information.

Mr. Brannan stated that the operating budget for the Authority is forecast on a conservative basis. Mr. Brannan added that in our business there are two factors that can keep our revenue low, drought and flood. The Authority has experienced both-drought for four or five years and currently, flood with all the rain.

Mr. Brannan stated that some of the operational revenue that will be coming into the Authority had been anticipated as payment for some forecasted items such as the generators at the Casey Plant at a cost of five million dollars (\$5,000,000). Mr. Brannan added that the contractor is rapidly progressing on that job. Mr. Brannan stated that with the accelerated rate of completion, the Authority could find it a challenge to fund the generators by the time needed. The Authority also has some solids handling improvements that the Authority has already been working on in Engineering, with a cost of seven million (\$7,000,000) dollars. Although the Authority anticipates being able to take care of these projects from our normal revenue, the Authority is not seeing a normal demand on the system. Mr. Brannan stated that because of heavy rainfall, system demand has been low and will probably continue to be low. Mr. Pihera, Manager of Water Production, stated that in the last two calendar months the demand has been 9% to 10% less than this time last year.

Vice Chairman Joiner stated that the rate increase was a salvation. Mr. Brannan agreed and stated that the Authority will need to continue to look at our rates and may have to discuss a minimal adjustment in the future to keep from making a larger adjustment later on.

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Employee Service Recognition: Vice Chairman Joiner called on Terry Hicks, Deputy Manager, who stated that today the Authority has three employees receiving fifteen-year pins and one receiving a thirty-year pin.

Mr. Hicks introduced James Allen who is another one of those employees like Mr. Hicks mentioned last month, kind of behind the scenes, unheralded a lot of times, works evening, night shift at the Pelletizing Facility at Casey. Mr. Hicks added that the Pelletizing Facility has been a challenge through the years. Mr. Hicks stated that James Perkins and all the folks that have worked at Casey have done a marvelous job in keeping that facility operational. Mr. Hicks explained that the facility has a lot of mechanical parts to it and something is always happening with those parts. Mr. Hicks commented that there were several other Pelletizing Facilities built, one in Cobb and some other places that have just shut down due to equipment failures. Mr. Hicks added that although the equipment is the same, the people make the difference in keeping a pelletizing facility operating. Mr. Hicks stated that people like James and the others have held our pelletizing facility together and made it the success it has been through the years.

The Pelletizing process will still be in place even after the new Casey Plant (which Ms. Barber and Mr. Joiner got to tour today) comes online. Mr. Hicks stated that he appreciated James' hard work. Mr. Hicks added that James actually had nearly two years with the Authority prior to his current time of fifteen years. James commented that he made a mistake. There were laughs from those in attendance. James received a round of applause.

James stated that he would also like to say that he wishes Pete McQueen a strong recovery. James added that Mr. McQueen was his principal at Morrow Junior High School from 1972 to 1974. James also wished Mr. McQueen's granddaughter a speedy recovery. Vice Chairman Joiner stated that the Board would pass James' wishes on to Mr. McQueen and Amanda.

Mr. Hicks stated that the Authority is finding as more and more employees come to the Board meeting they will mention that Chairman McQueen used to be their principal. James added that Chairman McQueen might remember him since he had been sent to the principal's office a couple of times. There was laughter from those in attendance.

Mr. Hicks next introduced Mike Gaylor who is a Supervisor at our Freeman Road Water Production plant. Mr. Hicks stated that Mike was chosen Supervisor of the Freeman Road plant as the Authority started construction on that facility. Mr. Hicks added that the Authority takes a little different philosophy in that the people that will be

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managing and running a facility are not only involved up front with the design with CH2M Hill's team but also are on-site during the construction. Mr. Hicks stated that this is effective, as some of the Board and staff who had just visited the Casey Plant today, saw Gary Curtis who operates that plant, while he still is running his existing plant can slip over there as often as he feels he needs to.

Mr. Hicks explained that Mike saw every shovel full of dirt turned at that Freeman Road Plant. Mike commented that it was a great help to be on the construction site and also as the plant was started up and production began. Mr. Hicks stated that Mike knew what was there and what to watch for and he is able to compensate at times. Mr. Hicks also added that Mike not only has a crew that runs and operates the plant 24 hours a day, but they take all after-hour calls that come into the Authority. Mr. Hicks presented Mike his fifteen-year pin and thanked him for all his hard work and time. Mike received a round of applause.

Mr. Hicks stated that he has always said that one reason that he has enjoyed the Authority so much is that he has been able to move around and do different things, although he has only been in two departments, Engineering and Management.

Mr. Hicks stated that Norris Howell started with the Authority in the Maintenance & Construction as an Administrative Assistant. Norris later went to the Engineering Department with Sewer Maintenance, which eventually ended up back in Maintenance & Construction. In April of 1998, Norris applied for and was promoted to Sewer Tap & Repair Foreman. Mr. Hicks added that probably, other than some office foreman ladies, Norris was the Authority's first field foreman lady.

Currently, Norris is working as one of the Store Keepers in the warehouse with Terry Worley and is very conscientious about what she does. Mr. Hicks stated that he knows Terry Worley appreciates her efforts and added that he also appreciated her and thanked her for her dedication and diversity in these last 15 years. Norris received a round of applause.

Mr. Hicks next introduced Don Wright whose actual thirty-year anniversary date was yesterday. Mr. Hicks stated that he and Don grew up together here at the Authority, having both started in the Engineering Department. Don started as an inspector and Mr. Hicks was in the drafting room. Everything that Don measured in the field, Mr. Hicks had to try and put on the maps.

Mr. Hicks added that since 1973 Don has probably seen every subdivision sewer that has been installed in this county. Mr. Hicks stated that when the Authority installed our own water lines, maintenance and construction was their own inspector. Now, since

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the contractors put in both water and sewer lines, Don's team of three does inspections on the water and sewer lines. Don worked in sewer maintenance to some extent when the County had a lull in development back in the early 80's. Don actually worked and managed our sewer maintenance office. Mr. Hicks congratulated Don on his thirty years with the Authority. Don received a round of applause.

Vice Chairman Joiner expressed the Board's appreciation to James, Mike, Norris and Don for a total of seventy-five years of service.

Asphalt Patching Bid Recommendation: Vice Chairman Joiner called on Teresa Adams, Manager of General Services, who explained to the Board that the Authority had advertised and mailed out three bid packages for the annual Asphalt Patching contract. Ms. Adams stated that the Authority received one bid for this contract from Eberhardt-Grantham Contracting, Incorporated. Ms. Adams added that Eberhardt-Grantham is currently performing work for the Authority under a temporary contract and is doing an excellent job for the Authority. Eberhardt-Grantham has been able to reduce the Authority's costs and shorten the work schedule. Ms. Adams added that Golden Concrete Company said they were not able to get their bid submitted in time and On-Site Services stated that after reading the requirements they felt that they were not able to fulfill the requirements of the contract. Ms. Adams stated that the staff recommends that the annual Asphalt Patching Contract be awarded to Eberhardt-Grantham Contracting, Incorporated in the amount of fourteen thousand three hundred thirty-five dollars (\$14,335).

Vice Chairman Joiner asked the Board if there were any questions. Ms. Barber asked if this contract is extended for the second year would the staff have to bring this before the Board again. Mr. Brannan explained that if Eberhardt-Grantham were to alter their unit price, then that would be brought back before the Board for consideration.

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**Clayton County Water Authority
 Annual Asphalt Patching Bid
 Tab Sheet
 July 2003**

Vendor	Bid
Eberhardt-Grantham Contracting, Inc. Kurt Grantham Atlanta, GA	\$14,335.00
Golden Concrete Company Stockbridge, GA	No Bid
On-Site Services Jeff Kleemeir McDonough, GA.	No Bid

Staff recommends that Eberhardt-Grantham Contracting, Inc. be awarded the annual contract for asphalt patching. They have been performing under a temporary contract with us for approximately 6 weeks and have been doing an excellent job. This contract will be for one year and may be extended for a second and third year with no changes in terms or conditions.

Upon Motion by Marie Barber and seconded by Alan Horton it was unanimously

RESOLVED: to approve awarding the annual Asphalt Patching contract to Eberhardt-Grantham in the amount of fourteen thousand three hundred thirty-five dollars (\$14,335), contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents

Grassing/Lawn Repair Bid Recommendation: Vice Chairman Joiner asked Ms. Adams to continue with the Grassing/Lawn Repair Bid Recommendation. Ms. Adams stated that six bid packages had been mailed out with a response of four proposals. Ms. Adams stated that the staff recommends that the annual Grassing/Lawn Repair contract be awarded to Dixie Landscaping and request that as an alternate the Authority would be authorized to use TPL Construction Landscaping in the event that Dixie Landscaping could not meet CCWA's scheduling requirements. This annual contract with Dixie Landscaping is in the amount of ninety-one thousand five hundred dollars (\$91,500).

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**Clayton County Water Authority
 Annual Grassing/Lawn Repair
 Tab Sheet
 July 2003**

Vendor	Bid
Dixie Landscaping Tom Gillespie Hampton, GA.	\$91,500.00
TPL Construction Landscaping, Inc. John T. Brown Hampton, GA.	\$97,625.00
Mr. Benny Whitmore Senoia, GA.	No Bid
Ellis Bros. Landscaping Jerry Ellis Griffin, GA.	\$106,105.00
Piedmont Landscape Development Clayton Lewis Zebulon, GA.	\$23,200.00 *
KNR Services International Ken Ajayi 9095 Thomas Road Jonesboro, GA.	No Bid

Staff recommends that Dixie Landscaping be awarded the annual contract for grassing/lawn repair. The staff also request authorization to use TPL Construction Landscaping as an alternate in the event Dixie Landscaping cannot meet CCWA's scheduling requirements.

This contract will be for one year and may be extended for a second and third year with no changes in terms or conditions.

* Piedmont Landscape Development did not understand the bid process and requirements and has forwarded a letter requesting that its bid be withdrawn.

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Upon Motion by Robbie Moore and seconded by Wes Greene it was unanimously

RESOLVED: to approve the annual contract for Grassing/Lawn Repair with Dixie Landscaping, the low bidder, in the amount of ninety-one thousand five hundred dollars (\$91,500), contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents and authorization to go to the next lowest bidder, TPL Construction Landscaping, Incorporated, contingent upon approval of bonds and insurance as required by the specifications as an alternate in the event Dixie Landscaping cannot meet CCWA's scheduling requirements.

Fence Installation Bid Recommendation: Ms. Adams next gave a slide presentation showing the locations where the Fence Installations would be at Inman Road Wetlands, Battle Creek Road Pipe Yard, and the Freeman Road Plant.

Board Member, Robbie Moore, asked Mr. Brannan if the Authority had applied for any funding from the Homeland Security or Corp of Engineers or could the Authority receive any reimbursement for the cost of installing these proposed fences.

Mr. Brannan stated that there is funding available and the Authority had applied under a GEMA Phase I grant for some funding, which was denied, but that by the end of the month the Authority would apply for funding under GEMA Phase II grant program. Mr. Brannan stated that the Authority submits the paperwork for the funding to the County Emergency Management, Civil Defense, and then on to the federal government.

Ms. Adams stated that of the total one hundred thirty-two thousand four hundred ten dollars (\$132,410) bid, the cost for fencing at Freeman Road would be eighteen thousand one hundred forty dollars (\$18,140). Ms. Adams added that this cost includes thirteen hundred linear feet of chain link fence and two gates.

Ms. Adams stated that the cost at the Battle Creek Road Pipe Yard location would be twenty-eight thousand nine hundred eighty dollars (\$28,980). Ms. Adams stated that a motor-operated gate would be installed at the entrance off Battle Creek Road and an additional non-motorized gate would also be installed. Ms. Adams added that this would be twenty-six hundred linear feet of chain link fence that will tie into the existing fence that goes along the east side of the complex.

Ms. Adams stated that the estimated amount that would be spent at the Inman Road Wetlands location would be eighty-five thousand two hundred ninety dollars (\$85,290). Currently, the first phase is near completion. Ms. Adams explained that the

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information given to the Board today is Phase II of the fence installation at Inman Road Wetlands. The Authority is proposing eight thousand linear feet of chain link fence with three gates at various points along the site. The Authority will be installing a decorative type fence at the small cemetery area at this location, which would look more like a picket, wrought iron fence.

Mr. Brannan added that at the entrance to the Inman Road Wetlands location the Authority has one quote for some landscaping to this area. This quote is for nine thousand nine hundred dollars (\$9,900). Mr. Brannan stated that the Authority would obtain two additional quotes for consideration for the landscaping at the entrance to this site. The landscaping would be perennial plants, along with some signs for the entrance. Mr. Brannan added that the costs would be below twenty thousand dollars (\$20,000) so he would proceed with getting this landscaping completed.

Ms. Adams stated that staff recommends that the Fence Installation contract be awarded to Celebrity Fence Company, Incorporated in the amount of one hundred thirty-two thousand four hundred ten dollars (\$132,410).

**Clayton County Water Authority
 Fence Installations
 (Inman Rd. Wetlands, Battle Creek Rd. Pipe Yard,
 and Freeman Rd. Plant)
 Tab Sheet
 July 2003**

VENDOR	BID
Joyner Fence Co., Inc. Stockbridge, Georgia	\$115,980.00 *
Celebrity Fence Co., Inc. Ellenwood, Georgia	\$132,410.00
Hatmaker Fence Hapeville, Georgia	\$136,038.00

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Nations Fence Inc. Lovejoy, Georgia	\$142,000.00
Dixie Fence Riverdale, Georgia	\$152,256.26
A&T Fence Company Lavonia, Georgia	No Bid
Blue Ridge Fence, Inc. Lula, Georgia	No Bid

Staff recommends that Celebrity Fence Co., Inc. be awarded the contract for the fence installations at Inman Rd. Wetlands, Battle Creek Rd. Pipe Yard, and Freeman Rd. Plant locations.

*Joyner Fence Co., Inc. did not include rock in its bid.

Upon Motion by Alan Horton and seconded by Marie Barber it was unanimously

RESOLVED: that the Authority award the Fence Installation contract for the fence installations at Inman Road Wetlands, Battle Creek Road Pipe Yard, and the Freeman Road Plant to Celebrity Fence Company, Incorporated in the amount of one hundred thirty-two thousand four hundred ten dollars (\$132,410), contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents

Janitorial Services Proposal: Ms. Adams continued with the annual Janitorial Services Proposal stating that the Authority mailed out thirteen proposals and received seven responses. Ms. Adams stated that the lowest bidder is JFT Building Services, Incorporated with a bid of ninety-two thousand nine hundred forty dollars (\$92,940). In evaluating the proposals, several different areas were considered: cost, references, number of years in business, number of employees, number of customers, type of customers, and also their quality control plan. The seven proposals were ranked and this information was presented to the Board. Ms. Adams stated that the staff recommends that the annual Janitorial Services Contract be awarded to JFT Building Services.

Board member, Wes Greene, asked Ms. Adams what company currently has the contract with the Authority. Ms. Adams stated that All South Clean (formerly Service Regular Board Meeting

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Master), ranked third, has the current janitorial contract. Mr. Greene also asked if the Authority had looked into doing the janitorial in-house. Ms. Adams commented that the staff had looked at doing some of the buildings in the back of the HQ complex, possibly using inmates, but because this main building has a lot of public contact areas, the Authority did not look at using internal services. Ms. Adams explained that this amount is the base services that are required. The Authority did look at having alternates built in. Ms. Adams added that this amount is the highest that the contract will be, but if the Authority could use inmates for the three buildings behind the main HQ building, then this cost would be reduced.

Mr. Greene asked if the Authority is using inmates now.

Mr. Brannan stated that inmates do help in some areas now, but not janitorial. Mr. Brannan added that if the Authority were to encounter problems with our provider, then the Authority would look at possibly using the Authority's custodians. Mr. Brannan stated that the Authority could lower the base cost of this janitorial contract using inmates, without having a custodian staff.

Mr. Greene asked Mr. Brannan how many inmates does the Authority currently use, which he indicated varies depending on the time of year. Mr. Brannan added that the Authority receives an invoice for man-hours each month. Ms. Barber and Mr. Greene commented that they were not aware that the Authority was being charged for using inmate help. Mr. Brannan stated that he believes the Authority is being charged about two dollars per hour (\$2.00). Mr. Hicks, Deputy Manager, commented that the Authority uses the inmates for seasonal type jobs where the Authority would not normally have someone on staff and that actual cost is two dollars and seventy-five cents per hour (\$2.75).

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**Clayton County Water Authority
 Proposal Ranking
 July 2003**

Vendor	Proposal	Ranking
JFT Building Services, Inc. Fayetteville, Georgia	\$92,940.00	1
D. S. Roberts Cleaning Locust Grove, Georgia	\$103,500.00	2
All South Clean formerly Service Master Peachtree City, Georgia	\$98,260.80	3
Hu-Ray Cleaning Co., Inc. Forest Park, Georgia	\$127,476.00	4
Worktec Jonesboro, Georgia	\$132,179.88	5
Nelson Janitorial Service Jonesboro, Georgia	\$104,340.00	6
Lolly's Shine Bright Rex, Georgia	\$147,264.00	7
Oliver Property Maintenance Hampton, Georgia	No Bid	
Smith & Daniel Cleaning Service Jonesboro, Georgia	No Bid	
Innovative Janitorial Services Jonesboro, Georgia	No Bid	
Synd Inc. Hampton, Georgia	No Bid	
Barkley Janitorial Service Ellenwood, Georgia	No Bid	
Office Environment, Inc. Fayetteville, Georgia	No Bid	

Staff recommends that this contract be awarded to JFT Building Services, Inc.

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This contract will be for one year and may be extended for a second and third year by mutual consent by both parties. An annual adjustment at the time of each extension shall not exceed five (5%) percent.

Upon Motion by Robbie Moore and seconded by Wes Greene it was unanimously

RESOLVED: that the Authority award the annual Janitorial Contract to JFT Building Services, Incorporated in the amount of ninety-two thousand nine hundred forty dollars (\$92,940), contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents

SCADA Project Update: Vice Chairman Joiner called on Mike Buffington, Project Engineer, to update the Board on the SCADA Project. Mr. Buffington presented a slide presentation giving an informational update on the Authority's SCADA system.

WASTEWATER LIFT STATION SCADA SYSTEM

The project includes remote monitoring of 26 wastewater lift station sites reporting to the W. B. Casey WRF, and three water sites reporting to the existing SCADA system at the Freeman Road WPP. Communications will be via spread spectrum radio system, and hardware and software will be included to monitor and control lift station operation.

Curry Controls Co., Lakeland, Florida is the general contractor, and a Notice to Proceed was issued October 21, 2002. Submittals review and testing are complete, tower foundations are complete, towers have been delivered and are being installed, servers and cabinets are installed at the old Casey WRF laboratory building, and all four repeaters are running and reporting to Casey WRF. Construction is on schedule for completion in October 2003.

Project Managers:

- CH2M Hill, Engineers – Yvette Ratzlaff
- Clayton County Water Authority – Mike Buffington

Funding:

The Series 2001 Bond Issue will fund construction of the project.

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Mr. Buffington explained that the SCADA project is currently under budget, even though the Authority has added three additional sites and deleted one, because of some equipment modifications. Mr. Buffington added that the Authority expects to complete the project under budget and on schedule by October of this year.

Mr. Brannan stated that the SCADA system would enable the Authority to have capabilities that the Authority has never had before in operating our lift stations.

Vice Chairman Joiner stated that this project is something to be proud of.

Jesters Creek Stream Restoration: Vice Chairman Joiner called on Mike Thomas, Manager of Program Management & Engineering, who wanted to refresh the Board on stream restoration. Mr. Thomas stated that the Authority's objective is to reduce the stream bank erosion and by doing that, improve water quality and reduce some of the sediment in the water that we get when we have some of these rain events like we are having now and to protect our infrastructure. Most of our sewer lines either flow alongside or under these streams. It is secondary to improve the habitat and aesthetics that the state requires.

Mr. Thomas presented a few slides showing the existing conditions on East Jesters Creek near the Gateway property. Mr. Thomas stated that there is a lot of erosion and the bottom of the stream is filled with sediment. Mr. Thomas showed how the sewer line was one time under the streambed and how the erosion has uncovered it. Mr. Thomas added that as the Authority works on this project, the Authority would protect the exposed lines that are in that area.

Mr. Thomas showed the layout of this project with maps. Mr. Thomas stated that the Authority's objective is to construct a new, stable stream channel using temporary diversion dams and pumping for them to be able to work in the stream channel, excavate a new channel and fill in the old one, stabilize the new channel using rock cross veins and a variety of planting and geo-textile fabrics. Also, we are going to construct riffles and pools that the streams normally have that provide habitat and replace any of the old clay sewer that is under the existing streambed.

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**EAST JESTER'S CREEK @ GATEWAY STREAM RESTORATION
PROJECT
CONSTRUCTION BIDS**

CCWA's Watershed Management Program includes a focus on restoring streams that are already polluted or impacted by development. Jester's Creek is one of the most severely impacted streams in the County, especially with respect to stream habitat and aquatic biology. The CCWA's first stream restoration project is proposed for East Jester's Creek at Gateway. This project involves use of natural channel design methods to provide a stable stream design for approximately 2,400 linear feet of stream. The existing stream channel is very incised and continues to erode and deposit additional sediments in the stream. The restoration project will minimize stream bank erosion, improve aquatic habitat and improve water quality by reducing solids levels in the stream, which eventually becomes our water supply source.

This type of stream restoration work has been done extensively in some parts of the Country but is relatively new to local contractors. Our construction estimate for this project was \$560,000. We have worked with the low bidder to find ways to reduce costs that will not compromise the quality of the project. This included eliminating tree planting, which can be done later by volunteers, and phasing the construction in a way to minimize pumping costs. The contractor has agreed to \$173,000 in scope reductions. The City of Morrow has also agreed to assist in funding this project with the Council voting to contribute \$50,000.

We believe these projects are important in protecting our water supplies and demonstrating to EPD and others that we are committed to watershed protection. This project will serve as a good demonstration project that can be used to enhance our ability to obtain grants for future projects and can be placed in our proposed mitigation bank to provide value back to the Water Authority. The bid tab sheet and staff recommendation follows.

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Clayton County Water Authority
 East Jesters Creek at Gateway Stream Restoration Project
 Tab Sheet
June 2003

Vendor	Total Bid
Gary's Grading & Pipeline Company, Inc. 7434 Highway 81 Monroe, GA	\$1,917,445.00
Paramount Contracting Company 7314 Southlake Parkway Morrow, GA 30260	\$1,398,500.00
Site Engineering Inc. 7025 Best Friend Road Atlanta, GA 30340	\$1,319,710.00
Massana Construction 1513 Johnson Ferry Road Marietta, GA 30062	\$759,957.00 Negotiated contract amount \$586,957.00
Heavy Constructors, Inc. 1596 Lower Roswell Road Marietta, GA 30068	\$889,000.00

CCWA staff recommends that this project be awarded to the low bidder, Massana Construction, for the negotiated contract amount of \$586,957.00.

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CH2M HILL
115 Perimeter Center Place NE
Suite 700
Atlanta, GA 30346-1278
Tel 770.604.9095
Fax 770.604.9183

July 3, 2003

Mr. Mike Thomas
Clayton County Water Authority
Clayton County Water Authority
1600 Battle Creek Rd.
Morrow, GA 30260

Subject: East Jesters Creek Restoration at Gateway

Dear Mr. Thomas:

Construction bids for the East Jesters Creek restoration at Gateway were received on June 17, 2003. Five of the general contractors who purchased the construction and bid documents responded and provided bids for the project. All bid documents submitted complied with the bid document requirements. Total bids for each of the submitting contractors are listed below.

Contractor	Total Bid
Gary's Grading & Pipeline Company, Inc.	\$1,917,445
Paramount Contracting Company	\$1,398,500
Site Engineering Inc.	\$1,319,710
MassAna	\$759,957
Heavy Constructors Inc.	\$889,000

Based on the total bid values presented above, the Apparent Low Bidder was MassAna of Marietta, Georgia. A summary of CH2M HILL's review and evaluation of the MassAna submittal is presented below.

Project and Client References

The Clayton County Water Authority (CCWA) requested and received four references from ongoing and recent MassAna projects. The four references were contacted and were formally interviewed. The references for MassAna all came out very well. In addition, MassAna did some recent work for GA Power, which is preparing to award the firm another contract. MassAna has recently completed several projects in the \$300,000-\$500,000 range.

Administrative Requirements

The MassAna bid provided all the required information and confirmed receipt of all of the issued addenda. The submitted bid included a Georgia bid bond and a signed statement of

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Mr. Mike Thomas
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non-collusion. Finally, the MassAna bid did not take any exceptions to the contract documents. Furthermore, MassAna indicated a willingness to negotiate a bid based on a reduced scope. The renegotiated bid was \$587,000, which was acceptable to CCWA. Karen Riser discussed bonding and insurance requirements with Mark Massmann of MassAna and he expressed confidence that he could comply.

Financial Review

CH2M HILL requested and received a Dun and Bradstreet (D&B) Business Information Report on MassAna. A copy of the Report is provided in Attachment A. Based on this document, MassAna have 9 employees, and their credit rating recently changed from "fair" to "good." They have a cash value of \$53,408.00 and \$17,858.00 in equipment assets. No active lawsuits or major labor issues were identified in the information report.

Based on this review by CH2M HILL, MassAna has an overall credit rating of below average to average.

Summary and Recommendation

Based on the information presented above, it appears that MassAna has been able to successfully complete the referenced projects with no major complications or issues. Although the financial rating was below average to average, the Dun and Bradstreet recommended composite credit appraisal was "good."

Based on this evaluation, experience do stream restoration, and the significant savings MassAna agreed to in the negotiations, it is recommended that the contract for construction of the East Jesters Creek Restoration at Gateway be awarded to MassAna.

Please feel free to contact me if you have any questions or if we can provide additional information.

Sincerely,

CH2M HILL



Phil Sacco
 Ecologist

c: Rick Hirsekorn/CH2M HILL
 Bob Vilker/CH2M HILL
 Kim Zimmerman/CCWA

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Upon Motion by Alan Horton and seconded by Marie Barber it was

RESOLVED: to award the East Jesters Creek Stream Restoration project to the low bidder, Massana Construction, for the negotiated contract amount of five hundred eighty-six thousand nine hundred fifty-seven dollars (\$586,957), contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents. This motion passed with Robbie Moore opposing the motion.

Board member, Wes Greene, commented how much he appreciated the background information, credit references, and ratings, in advance, so that the Board could look these items over prior to the meeting. Mr. Greene commended the Authority's General Manager and staff for going to the City of Morrow and asking them to partner with the Authority in this endeavor.

Vice Chairman Joiner added that this meeting was the first opportunity he had to come in and spend a couple of hours getting ready for the meeting. Vice Chairman Joiner stated that he really got an appreciation of what goes into preparing for the Board meeting. It is a document in progress, next month's agenda being built starting tomorrow.

College Park Recommendation: Vice Chairman Joiner called on Wade Brannan, General Manager, who presented to the Board a slide presentation that outlined the College Park sewer system flows. Mr. Brannan explained that concurrent with the fifth runway addition, the Authority proposes to contract with ADS Environmental Services to install three sewer meters-two to measure flow into the College Park system and one to measure flow back into our system. The difference in the metered flows will then be billed to the City of College Park on a monthly basis. The Authority estimates the billing of twelve thousand two hundred sixty-four dollars (\$12,264) per month.

The Authority currently has two meters with DeKalb County and one with Fulton County and the additional three flow meters with College Park would result in a lower annual cost per meter from ADS.

Mr. Brannan stated that what the Authority is recommending today to the Board is to install these three flow meters and pay the annual monitoring costs for these sites along with the existing sites, which is roughly one hundred two thousand dollars (\$102,000). The Authority could then begin to be compensated for some of the flow that we are currently treating at no cost.

Upon Motion by Wes Greene and seconded by Robbie Moore it was unanimously

RESOLVED: to accept the General Manager's recommendation to contract with ADS Environmental Services for the proposed improvements to the City of College Park sewer flows by purchasing three sewer meters for forty-six thousand two hundred fifty-one dollars (\$46,251), software purchase in the amount of six thousand dollars (\$6,000), cost of monitoring three new sites for twenty-five thousand two hundred seventy-two dollars (\$25,272) per year and cost of monitoring three existing sites for twenty-five thousand two hundred seventy-two dollars (\$25,272) per year, which currently costs twenty-eight thousand seven hundred ten dollars (\$28,710) per year. The total cost is one hundred two thousand seven hundred ninety-five dollars (\$102,795).

Attucks Boulevard Sewer Request: Mr. Brannan stated that the Authority had been approached by the Clayton County Association for Retarded Citizens who is building some group homes in the area of Attucks Boulevard and requested to extend water and sewer service to this area. In order to service this site, the sewer extension would involve 1,376 feet of PVC pipe and seven manholes at a cost of fifty-four thousand five hundred twelve dollars (\$54,512). The water extension would involve almost 1,000 feet of ductile iron pipe and two fire hydrants at a cost of twenty-three thousand one hundred eighteen dollars (\$23,118). The combined cost estimate for both projects is seventy-seven thousand six hundred thirty dollars (\$77,630). Mr. Thomas, Manager of Program Management & Engineering, recommended rounding the costs up to seventy-eight thousand dollars (\$78,000) to provide for unknown contingencies.

Mr. Brannan stated that he asked Bob Reynolds, who made the request, for confirmation that the Clayton County Association for Retarded Citizens would pay for the improvements to service that site. Mr. Reynolds provided a letter of payment confirmation to Mr. Brannan this morning.

Mr. Brannan stated that there was a little bit of engineering work that was required to do this, but Mr. Brannan added that he felt that the Board would want to help this County agency. Mr. Brannan stated that the reason he is bringing this to the Board today is authorization to go ahead.

Board Member, Robbie Moore, stated that he understood that the Authority was going to spearhead this project and would try to help the Association on the costs. Mr. Moore added that through the Authority's annual contractors some additional assistance might be obtained on the project for this County agency. Mr. Moore added that he believes that the Association for Retarded Citizens is County funded and also some funds come from the school board in certain situations.

Upon Motion by Robbie Moore and seconded by Alan Horton it was unanimously

RESOLVED: to authorize the Authority to proceed with the extension of water and sewer service along Attucks Boulevard per the request of the Clayton County Association for Retarded Citizens in the amount of seventy-eight thousand dollars (\$78,000).

Hoovers Exchange Sewer Request: Vice Chairman Joiner asked Mr. Brannan to continue with the Hoovers Exchange Sewer Request. Mr. Brannan presented a slide presentation to the Board showing the location of this sewer request on Tara Boulevard, which would be roughly 650 feet at a cost of twenty-six thousand dollars (\$26,000). Mr. Brannan stated that he had the staff look at this location to see at what level the Authority would participate and at what level of return. Mr. Brannan stated that the County is interested in enhancing development in this area just north of the Judicial Complex. Mr. Brannan stated that if the Authority participated at one-half the cost it would take roughly seven and a half years to get our money back. Mr. Brannan added that he brings this request, which would be a development for professional offices, before the Board for their consideration.

Board Member, Wes Greene, asked Mr. Brannan to explain exactly what the request would entail. Mr. Brannan explained that they are requesting the Authority to assist them in the costs to extend the sewer line to tie into their development site. Mr. Brannan stated that the cost that the Authority would pay would be one half of the estimated cost. Mr. Brannan stated that the Authority would certainly not pay any more than what the Authority normally pays for a project like this and added that the Authority would not pay for any rock. Mr. Brannan stated that the Authority would also be looking at the possibility of adding more customers to be served by that sewer extension which would generate a faster return for the Authority.

Upon Motion by Robbie Moore and seconded by Alan Horton it was unanimously

RESOLVED: to approve the Hoovers Exchange sewer extension request and for the Authority to assist at fifty percent (50%) of the proposed cost, not to exceed thirteen thousand dollars (\$13,000), with the stipulation that the Authority would not pay any cost associated with rock being discovered on the site.

Vice Chairman Joiner stated that the Authority has a couple of Managers not here today. The Managers made plans well ahead of time and took their vacations so that they could attend all the Board's meetings and then the Board changed the date on them.

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Vice Chairman Joiner stated that he would entertain a motion for the Board to go into executive session to consult with legal counsel for the purpose of land, legal and personnel issues.

Upon Motion by Marie Barber and seconded by Wes Greene it was unanimously

RESOLVED: that the Board adjourns into executive session. The Board reserved the right to return to the open session.

Vice Chairman Joiner called the regular Board meeting back into open session.

Mr. Brannan stated that every six months the Authority receives a consent order to pay for any overflows that the Authority has had in the sewer system. Mr. Brannan added that the Authority has had several large overflows, because of heavy rains, at the Jackson transfer pumping station, which pumps over to the Huie LAS. These rains cause infiltration into the collection system and it ends up at the Jackson transfer pumping station after being treated at the Casey and Jackson plants. There are three incidents in this consent order and with all the heavy rain we have had, there has been an overflow once or twice since this consent order was issued. The three incidents have been 4.7 million gallons, 2.5 million gallons, and 7.2 million gallons. Mr. Brannan explained that the Authority was looking for a cause, such as an open manhole or something similar, for these amounts of water to get into the collection system, but it could just be infiltration into the sewer pipelines. The Authority did have thirty-nine (39) other smaller overflows.

Mr. Brannan asked the Board for authorization to pay to the EPD this consent order in the amount of sixty-nine thousand five hundred thirteen dollars (\$69,513) or less if he is able to negotiate a lesser amount.

Vice Chairman Joiner stated that he knew that everything that can be done is being done.

Upon Motion by Wes Greene and seconded by Marie Barber it was unanimously

RESOLVED: that approval be given to the General Manager to pay the EPD sixty-nine thousand five hundred thirteen dollars (\$69,513) for this consent order or less with negotiation.

Mr. Brannan stated that last month on Falcon Drive the Correctional Institute wanted the Authority to extend some terms for paying the impact fees associated with

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that facility. The Board agreed to a twelve-month agreement for those impact fees. Mr. Brannan added that the Correctional Institute folks were appreciative of the terms for the impact fees and paid one half of the total cost and agreed to the twelve month term for the balance, but asked if Mr. Brannan could ask the Board to extend the terms to eighteen months with two payments on the remaining amount owed. Mr. Brannan stated that this facility is asking that the Board approve two payments for the roughly sixty thousand dollars (\$60,000) balance, over an eighteen- month period instead of twelve months.

Upon Motion by Robbie Moore and seconded by Wes Greene it was unanimously

RESOLVED: that approval be given to Mr. Brannan to extend the terms for payment, from the Correctional Institute on Falcon Drive, of the roughly sixty thousand dollars (\$60,000) balance owed on the impact fees from twelve months to eighteen months, making two equal payments on the amount owed.

Mr. Brannan stated that All Weather Heating & Air has the Authority's annual HVAC maintenance contract. The Authority had bid that contract and All Weather Heating & Air had been the low bidder for another three-year term. Mr. Brannan stated that since the Board voted on this contract and it has gotten to the point of actually signing the contract, All Weather is about to be bought out by Shell Oil. Mr. Brannan stated that Shell Oil is looking to get into the heating & air conditioning business. Shell Oil is already in the heating & air conditioning business outside of the U. S., and they went through about four hundred companies, nationwide, and narrowed it down to All Weather here in Georgia, because of their credibility and relationship they have in the industry, and the management of the company. Mr. Brannan added that this transaction is good for All Weather. Mr. Brannan stated that All Weather wanted the Authority to assign the contract to Shell Oil rather than All Weather. Mr. Brannan added that this would not affect any of the people that will be doing the work or the price.

Upon Motion by Marie Barber and seconded by Robbie Moore it was unanimously

RESOLVED: that authorization be given to Management to change the name on the annual heating & air conditioning contract from All Weather Heating & Air to Shell Oil due to the fact that All Weather has been bought out by Shell Oil. The terms and conditions of the contract would not be affected by the name change and authorization also be given to the General Manager to sign this revised contract with Shell Oil.

Mr. Brannan stated to the Board that although the Authority is making some revenue, additional funds will be required for some capital improvements such as the generators at the Casey Plant and cost of solids handling that the Authority will need to

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address in the near future. Mr. Brannan stated that the Authority is talking about eight and one-half million dollars (\$8,500,000). Mr. Brannan added that if the Authority has a good year, half of that figure could be collected from normal revenue flow. The Authority's year has not been normal or good. Mr. Brannan added that until the Authority starts having a normal or good year, these capital improvements would need to be deferred.

Mr. Brannan reminded the Board about the bond rating agencies comments about our cash on hand dropping and that was one thing that could affect our bond rating. Mr. Brannan added that the Authority's financial report is good, we are paying our bills, we are making a little bit of money, but we need to be getting more money from that revenue to cover some of these high dollar expenses that the Authority is trying to cover outside of our bond program. Mr. Brannan stated that the Authority dedicated impact fees toward the cost of the generators.

Board Member, Robbie Moore, asked if the generator costs were not in the original bid. Mr. Hicks, Deputy Manager, explained that in the past, the Authority has done those contracts directly through the Southern Company because the contractor usually has some markup for third party services such as this, so it saves the Authority the markup cost. Mr. Hicks stated that the Authority thought we had till 2005, but Brasfield & Gorrie has made so much progress that they are looking at finishing the plant in the summer or fall of next year. Mr. Hicks stated that would be a year in advance. Mr. Brannan said that he just wanted the Board to have a good feel of what is going on.

Mr. Brannan stated that someone requested that they be allowed to put a pontoon boat in Blalock reservoir and use it as a dock. Mr. Brannan told the Board that he just told the person "No". The Board agreed.

Mr. Brannan mentioned that he would like to address the October trip to Los Angeles for the Water Environment Federation Annual Technical Exhibition and Conference. Mr. Brannan wanted to review who will be attending the conference on Saturday, October 11 through Wednesday, October 15. There was discussion concerning the trip.

Mr. Brannan explained to the Board that the base price for water from DeKalb County has increased from one dollar sixty cents (\$1.60) per thousand gallons to one dollar eighty-five cents (\$1.85) per thousand gallons. Mr. Brannan stated that the Authority does not purchase that much water from DeKalb County, but when the Authority does have to use them, the Authority will be charged the base price of one dollar and eighty-five cents (\$1.85) per thousand gallons.

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Mr. Brannan stated that everyone who interfaces through the Authority usually interfaces with our Customer Service section. Mr. Brannan stated that he would be working on some way to show Customer Service how much he appreciates them. There was some discussion concerning this matter.

Vice Chairman Joiner suggested that the Board make it a habit to speak to the Customer Service employees when they come for the Board Meetings. Board Member, Wes Greene, suggested maybe a gift certificate from Red Lobster would be appreciated.

Board Member, Wes Greene, asked if with all the rain, has the Authority had sewer backups. Mr. Brannan stated that the Authority did have some backups but nothing of the magnitude of the two large claims that the Authority had been dealing with that were just about settled.

Vice Chairman Joiner commented that Chairman McQueen's granddaughter, Amanda McQueen, is very seriously ill, and there is a lot of anxiety since she has been re-admitted to the hospital. Vice Chairman Joiner asked the Board for approval for Mr. Brannan or Ms. Matthews, at their discretion, to send balloons or cookies to Amanda from the Board. The Board agreed.

Mr. Brannan stated that the Authority did send a plant to Jim Poff's Father's funeral on behalf of the Board and the Staff.

Mr. Brannan mentioned that Board Member, Alan Horton, also had surgery recently. Vice Chairman Joiner commented that Alan bounced right back.

Upon Motion by Marie Barber and seconded by Robbie Moore it was unanimously

RESOLVED: that the regular session board meeting be adjourned.

There being no further business to come before the open meeting the meeting was adjourned.

Lloyd Joiner, Vice Chairman

Walter Marie Barber, Secretary/Treasurer