

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting December 6, 2001

Chairman McQueen called the meeting to order at 1:30 p.m.

Present at the meeting were: Chairman, Pete McQueen, Vice Chairman, Lloyd Joiner, Secretary/Treasurer H. Lindy Rogers, Board Members, Marie Barber, Wesley E. Greene, Sr., J. Alan Horton and Robbie Moore, Jr., General Manager, M. Wade Brannan, Deputy Manager, Terry R. Hicks, Department Managers, Frank Conort, Neal Wellons, Dennis Hammock, Herbert Etheridge, Jr., Guy Pihera, Richard Calhoun and Mike Thomas, Executive Secretary, Patricia Groover, Assistant Manager of Administration, Scott Bailey, Project Manager, Mike Buffington, Engineering Services Supervisor, Bruce Taylor, GPS Lead Surveyor, James Quattlebaum, Contracts and Procurement Administrator, Karen Riser, Administrative Secretary, Dianne Hammock, Human Resources Director, Ed Durham, Information Services Supervisor, Rodney Crowell, Sewer Cleaning Foreman, Bernard Franks, Program Management & Engineering Employees, Larry Michaels, Scott Mask, Sean Sterling and John Beale and Brian Warr. Maintenance & Construction Employees, Larry Minter, Roy Gardner, Chris Camp, Troy Usry, Jeff Jones, and William VonDenBosch. Also present were: Steve Fincher, Fincher & Hecht, L.L.C., Rick Hirsekorn, of CH2M Hill, Farrar Wood, of Jim Wood & Associates Public Relations.

Chairman McQueen called on Bernard Franks, Maintenance and Construction Sewer Cleaning Foreman, to give the invocation.

Chairman McQueen called for any omissions or additions to the minutes of the regular and executive board meeting on November 1, 2001, hearing none the minutes stand approved as presented to the Board on December 6, 2001.

Financial and Statistical Report: Chairman McQueen called on Frank Conort, Manager of Administration, who presented the monthly financial and statistical report. This report was received for information.

Mr. Conort called on Scott Bailey, Assistant Manager of Administration, to give the Board additional information on the Authority's financial trend analysis. Mr. Bailey discussed the information shown on the graphs listed below which were distributed to the Board, Clayton County Water Authority FY 2002 Actual Operating Revenues vs. Operating Expenses Actual through October and FY 2002 Projected Revenues vs. Expenses by Month Actual through October. Mr. Brannan stated that after review of the Authority's current rates and fees by the staff, it would not be necessary for the Authority to raise any of their fees or water and sewer rates in the year 2002.

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Recognition of Program Management & Engineering Employees: Chairman McQueen called on Mike Thomas, Manager of Program Management & Engineering, who introduced Larry Michaels, Scott Mask and Sean Sterling, three of the four Inspectors in the Program Management and Engineering Department. Mr. Thomas stated that the position of Inspector is responsible for inspecting new water and sewer line installation in the county. Mr. Thomas gave recognition to all three of these employees for passing the State Certification Examination and acquiring their State Certification as a Wastewater Collection System Operator. Mr. Thomas stated that these three employees previously passed the State Certification Examination and acquired their State Certification as a Water Distribution System Operator and that they are some of the few Authority employees who have acquired both certifications. Mr. McQueen stated that the Board appreciates these employees for doing an excellent job for the Authority and for taking the initiative to obtain both certifications.

Mr. Thomas introduced John Beale, GPS Surveyor and Bruce Taylor, Engineering Services Supervisor. Mr. Thomas stated that Mr. Beale has been working 12-hour days for the past six months doing his regularly scheduled work plus additional fieldwork of numbering and tagging all of the over five thousand fire hydrants in the Authority's system. Mr. Thomas called on Bruce Taylor who presented Mr. Beale with a fire hydrant in appreciation for the past six months of dedicated work for the Authority. Mr. Taylor gave the Board an informational slide presentation of the fire hydrant database that the Authority has in GIS and why Mr. Beale's work of numbering and tagging fire hydrants is important to the Authority. There was discussion concerning this information and if the Authority is sharing the GIS fire hydrant database with the Clayton County Fire Department.

Recognition of Maintenance & Construction Employees: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction who introduced Larry Minter, Sewer Cleaning Foreman, who will be retiring at the end of the month after thirty years of service to the Authority. Mr. Etheridge gave the Board information on Mr. Minter's background work history with the Authority and stated that he appreciates Mr. Minter's work ethics with the Authority and congratulated him on his retirement. Mr. McQueen stated that on behalf of the Board that he appreciates Mr. Minter and what he has contributed to the Authority by doing an outstanding job. Mr. Etheridge introduced Bernard Franks who was selected to fill the position of Sewer Cleaning Foreman and gave the Board information on Mr. Franks' background work history with the Authority and stated that Mr. Franks has excellent leadership skills. Mr. McQueen stated that on behalf of the Board that he would like to congratulate Mr. Franks for his promotion.

Mr. Etheridge gave the Board information about the GED Program that was implemented by the Authority. Mr. Etheridge introduced Roy Gardner, Pipeline Construction Foreman, who has earned his GED diploma and stated that Mr. Gardner was an excellent student and gave encouragement and help to other Authority employees

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who were in the GED classes and was also nominated for the Adult Education Student of the Year Award. Mr. Gardner thanked the Board for implementing the GED Program for the Authority. Mr. McQueen congratulated Mr. Gardner for earning his GED diploma.

Mr. Etheridge gave recognition to some of his Maintenance and Construction employees who have passed the State Certification Examination and acquired their Water Distribution System Operator and/or Wastewater Collection System Operator Certification. Mr. Etheridge introduced Chris Camp, Leak Detection Truck Crew Leader, and Troy Usry, Utility Locator, who recently acquired their Water Distribution License. Mr. Etheridge introduced Jeff Jones, Leak Detection Foreman and Billy VonDenBosch, Sewer Line Tap Repair Foreman who recently acquired their Wastewater Collection License. Mr. Etheridge stated the Mr. Jones and Mr. VonDenBosch are two of the Authority's employees who have passed the State Certification Examination and acquired both a Water Distribution and a Wastewater Collection License. Mr. Etheridge stated that there are not many individuals in the State of Georgia that have passed both State Certification Exams and acquired both Water Distribution and Wastewater Collection Licenses. Mr. Etheridge stated that he would like to congratulate all of these employees and that he appreciates all of their hard work. Mr. McQueen stated that on behalf of the Board that he appreciates these employees for taking the initiative required to get certified.

Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction, to discuss the information shown on the Leak Detection Report for the month of November that was distributed to the Board. Mr. Etheridge stated that during the month of November the Authority's Leak Detection section found and repaired one (1) leak, which brings the total for the year to eighty-nine (89) that have been found and repaired representing a possible value of one million eight hundred seventy thousand five hundred fifty one dollars (\$1,870,551) in unaccounted water loss revenue to the Authority.

Truck Bodies and Air Compressor Bids: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction who stated that the Authority advertised and received bids for truck bodies. Mr. Etheridge discussed the following bid information that was distributed to the Board. Mr. Etheridge stated that the two bids submitted for Units #3 and #4 did not meet the Authority specifications. Mr. Etheridge recommended that Unit #1 and #2 be awarded to the low bidder Ranews Truck and Equipment, that quotes from vendors that can meet the required specifications for Units #3 & #4 be solicited and that the General Manager is authorized to accept the lowest and best quote that meets specifications.

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VENDOR	Unit #1	Unit #2	Units #3 & #4
K&K Welding 1304 Highway 41 Bypass South Griffin, GA 30224	No Bid	No Bid	No Bid
Interstate Truck Equipment, Inc. 2740 Sullivan Road College Park, GA 30337	No Bid	No Bid	No Bid
Fontaine Truck Equipment Co. P.O. Box 278 Forest Park, GA 30298	\$15,575.00	\$4,950.00	\$14,900.00
Ranews Truck & Equipment 1308 Highway 41 North Milner, GA 30257	\$14,295.67	\$5,160.67	\$9,400.00

Unit #1 – 12' Stake Body with underbody air compressor

Unit #2 – 12' Custom built stake body

Units #3 & #4 – 14' Dump bodies

Recommendations:

Unit #1 – Award to Ranews Truck & Equipment as the low bidder.

Unit #2 – Award to Ranews Truck & Equipment as the lowest bidder meeting specifications

Units #3 and #4 – Neither of the bids submitted met specifications. We propose to solicit quotes from 2-3 vendors that can meet specs and have this purchase approved by the General Manager. The quotes should be approximately \$6,500.00 per unit (\$13,000.00).

Upon Motion by Lindy Rogers and seconded by Lloyd Joiner it was unanimously

RESOLVED: to approve the low bid for Unit #1 from Ranews Truck and Equipment for the purchase of a 12' Stake Truck Body with an Underbody Air Compressor for the bid amount of fourteen thousand two hundred ninety five dollars and sixty seven cents (\$14,295.67), the low bid for Unit #2 from Ranews Truck and Equipment for the purchase of a 12' Custom Built Stake Truck Body for the bid amount of five thousand one hundred sixty dollars and sixty seven cents (\$5,160.67) and allow the Authority to solicit quotes for Unit #3 and #4 due to the fact that neither of the bids submitted met the Authority specifications and authorize the General Manager to select the lowest and best quote that meets the Authority specifications.

Millers Mill Rd. Job Summary of 30" Raw Water Main: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction who gave the Board a summary of the cost to install a 48" storm drain under the Authority's 30" raw water main on Millers Mill Road. Mr. Etheridge stated that the installation of the 48" storm drain was in conflict with the Authority's 30" raw water force main therefore the decision was made that it would be more cost effective to install the 48" storm drain under the 30" raw water force main rather than moving the 30" raw water force main. Mr. Etheridge discussed the cost recap information listed below that was distributed to the Board. Mr.

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Etheridge stated that the total cost for this project was twenty one thousand six hundred twenty six dollars and thirty cents (\$21,626.30), which was twelve thousand one hundred fourteen dollars and seventy cents (\$12,114.70) less than the estimate.

**Clayton County Water Authority
 Cost Recap for Installation of 48" Storm Drain
 Under Our 30" Raw Water Main**

Cost Estimate to Lower Main

Inventoried Materials	\$22,220.00
Non-Inventoried Materials	\$ 6,300.00
Contracted services	\$ 500.00
Labor	\$ 2,000.00
Benefits/Overhead	\$ 1,571.00
Equipment	\$ 1,000.00
Fuel	\$ 150.00
Total	\$33,741.00

Actual Cost to Install 48" Drain

Contracted Services	\$14,837.50
Materials	\$ 6,102.80
Labor/Benefits/Overhead	\$ 686.00
Total Cost	\$21,626.30
Total Savings	\$12,114.70

Mr. Etheridge updated the Board on the W.J. Hooper WPP waterline replacement project. Mr. Etheridge stated that this waterline replacement project was set up in four phases and all of the pipe work in Phase One is complete and testing and tie-ins are in progress and should be completed in 2-3 weeks. This waterline transports finished water from the W.J. Hooper Plant to the Morrow Pumping Station, Phase One began at the plant and ends at SR 42 and Love Drive, Phases Two and Three will be combined, are being designed, and were funded by the 2001 Bond Issue. Mr. Etheridge stated that he estimates that Phase One will be completed approximately twenty five thousand dollars (\$25,000) under the original contract price.

Security Fencing for Jonesboro & Morrow Re-pump Station: Chairman McQueen called on Guy Pihera, Manager of Water Production who stated that while looking at ways to improve Water Production security measures it came to his attention that the fencing at the Morrow and Jonesboro re-pump stations should be improved. Mr. Pihera gave a slide presentation showing pictures of a 6-foot painted steel architectural fence and pictures of the location at the Morrow and Jonesboro re-pump stations where he proposes to have this fence installed. Mr. Pihera stated that the Authority solicited quotes for the fencing material and installation of this fence and that Hatmaker Fence submitted the lowest quote. There was discussion concerning this information.

Security Fencing Proposal

This proposal cost is to provide fencing material and install fencing at both the Morrow and Jonesboro Re-pump stations.

- Joyner Enterprises \$29,870
- Hatmaker Fence \$26,650

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

RESOLVED: to approve the low quote of twenty six thousand six hundred fifty dollars (\$26,650) from Hatmaker Fence to provide 6 foot painted steel architectural fencing material and installation at both the Morrow and Jonesboro Re-pump Stations, contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Hooper Timber Sale Bids: Chairman McQueen called on Guy Pihera, Manager of Water Production, who gave the Board information on the bid results for the sell of timber on a track of land adjacent to the W.J. Hooper WPP owned by the Authority. Mr. Pihera stated that the Board approved Mr. Joel Vinson to solicit bids on behalf of the Authority for the sale of this timber for a fee of 10% of the selling price. Mr. Pihera stated that it is his and Mr. Vinson's recommendation that the contract for the sale of the Authority's timber be awarded to Ronald Davis Logging Company, Inc. who submitted the highest quote of twenty nine thousand eight hundred ninety two dollars (\$29,892) and by accepting the highest quote would provide the Authority with net earnings of twenty six thousand nine hundred three dollars (\$26,903) after deducting Mr. Vinson's 10% fee.

Clayton County Water Authority Timber Bid Results November 2001

VENDOR	BID
Georgia-Pacific Mr. Stan Humphries 2612 High St., SW Conyers, GA 30094	No Bid
Georgia Lumber Company Mr. Mike Carter P.O. box 1556 Covington, GA 30015	\$25,001.00
Keadle Lumber Enterprises, Inc Mr. Bill Craft 889 Railroad Street Thomaston, GA 30286	No Bid
Mead Coated Board Mr. Johnny Ruffin P.O. Box 36 Yatesville, GA 31097	No Bid

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Mr. Ken McCullers 1502 Summerwind Drive Jonesboro, GA 30236	No Bid
Ronald Davis Logging Company, Inc. Mr. Ronald Davis 9950 Hwy 74 Forsyth, GA 31029	\$29,892.00
Burnn Logging, Inc. 46 Frank Dunn Drive Forsyth, GA 31029	No Bid
Monroe Timber Mr. Stephen Cox 2541 Hwy 42 S Forsyth, GA 31029	No Bid

Recommendation: that the contract for the sale of timber located on the Authority's property adjacent to the W.J. Hooper WPP be awarded to the highest bidder Ronald Davis Logging Company, Inc.

Upon Motion by Lindy Rogers and seconded by Marie Barber it was unanimously

RESOLVED: that the contract for the sale of the timber located on the Authority's property adjacent to the W.J. Hooper WPP be awarded to the highest bidder Ronald Davis Logging Company, Inc. for the bid amount of twenty nine thousand eight hundred ninety two dollars (\$29,892), contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Chairman McQueen called on Guy Pihera, Manager of Water Production to update the Board on the status of the Authority's water production and raw water storage. Mr. Pihera discussed the information shown on the Water Supply Weekly Update for December 3, 2001 that was distributed to the Board. Mr. Pihera stated that the Authority's raw water is at 64% capacity, which is about the same as last year during this same time period. Mr. Pihera stated that there has been very little rainfall over the past months and that the rainfall is about 10.5 inches short for the year 2001. Mr. Pihera stated that the Authority is purchasing water from the City of Atlanta. There was discussion concerning this information with questions that were answered by Mr. Brannan and Mr. Pihera.

Standby Generator Bids: Chairman McQueen called on Richard Calhoun, Manager of General Services who stated that the Authority advertised and received bids for backup generators for six of the Authority's lift stations. Mr. Calhoun stated that these would be the last backup generators that the Authority will need to purchase for the existing lift stations and recommended that the low bid from Reagan Equipment Company, Inc. be accepted for the purchase of these six backup generators.

November 2001

BIDDER	Arrow-head	Brown Road	Christi Court	Governme nt Circle	Reeves Creek	Whaleys Lake	Grand Total
Southern Sales, Inc. 2929 Kraft Drive Nashville, TN 37204	No Bid Returned	No Bid Returned	No bid Returned	No Bid Returned	No Bid Returned	No Bid Returned	No Bid Returned
Jim House & Associates 24312 Highway 98 Fairhope, AL 36532	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
B.L. Anderson Co. 2540 Kent Avenue West Lafayette, IN 47906	No Bid Returned	No Bid Returned	No bid Returned	No Bid Returned	No Bid Returned	No Bid Returned	No Bid Returned
Water Tower Business Park 1101 US 27 Sebring, FL 33870	No Bid Returned	No Bid Returned	No bid Returned	No Bid Returned	No Bid Returned	No Bid Returned	No Bid Returned
Templeton & Associates Suite 201 3585 Lawrenceville Suwannee Rd. Suwannee, GA 30024	\$39,200.	\$42,957.	\$39,441.	\$38,799.	\$62,533.	\$43,810.	\$266,740.
Reagan Equipment Co., Inc. 995 Marietta Industrial Drive Marietta, GA 30062	\$26,900.	\$34,940.	\$26,900.	\$26,900.	\$45,230.	\$34,940.	\$195,810.
Sunbelt Power Systems 259 Lee Industrial Blvd. Austell, GA 30168	No Bid Returned	No Bid Returned	No bid Returned	No Bid Returned	No Bid Returned	No Bid Returned	No Bid Returned
EmoryWilson 4110 Sheraton Court Greensboro, NC 27410	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Precision Systems 1530 Huntington Drive Calmut City, IL 60409	\$38,058.	\$41,706.	\$38,295.	\$37,669.	\$60,712.	\$42,534.	\$258,974.

Recommendation: Staff recommends the purchase of the six standby generators from Reagan Equipment Company in the amount of \$195,810.00 be approved.

Upon Motion by Lloyd Joiner and seconded by Lindy Rogers it was unanimously

RESOLVED: that the contract for furnishing and installing standby generators at six of the Authority's lift stations be awarded to the low bidder Reagan Equipment Company, Inc. for a total bid amount of one hundred ninety five thousand eight hundred ten dollars (\$195,810) contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

UV Disinfection Bids and Ozone Comparison: Chairman McQueen called on Mike Buffington, Program Manager, who gave an informational slide presentation concerning the UV Equipment Evaluation and Detail Design Task Order and discussed the following information that was distributed to the Board. Mr. Buffington gave the Board information concerning Calgon Carbon Corporation's, which is one of the suppliers of UV equipment, recently obtained UV Process Patent for use of UV light to inactivate Cryptosporidium. Mr. Buffington stated that this UV Process Patent would require royalties to be paid to Calgon Carbon Corporation in the amount of 1.5 cents per thousand gallons of treated water. Mr. Buffington stated that several other UV

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equipment manufacturers are challenging the validity of this UV Process Patent and that Wedeco Ideal Horizons, who was selected to supply the UV equipment for the Authority, has confirmed that they will indemnify and defend the Authority against any claims related to the Calgon Carbon Corporation UV Process Patent. Mr. Buffington and Mr. Hirsekorn, CH2M Hill, gave the Board background information concerning Wedeco Ideal Horizons Company and indicated that there was no adverse opinions or experiences associated with this company in the reference information received from nationwide water and wastewater organizations and industries. There was discussion concerning the Calgon Carbon Corporation UV Process Patent with questions. Mr. Buffington answered questions and gave additional information with Mr. Fincher, Attorney for the Authority, answering questions related to the Authority's liability in paying royalties to Calgon Carbon Corporation. Mr. Buffington gave the Board information concerning the cost to the Authority for UV equipment with and without paying royalties, along with a comparison of the cost of UV equipment with royalties being paid, to the cost of Ozone equipment. Mr. Buffington stated that it is considerably more cost effective for the Authority to use UV equipment including paying royalties than to use Ozone equipment and that it is his opinion that using UV equipment is by far the best way for the Authority to go. There was a general discussion concerning the Authority establishing a reserve fund in the event the Authority is required to pay the UV Process Patent royalties. Mr. Buffington stated that the Authority advertised and received bids for construction of the UV Advanced Disinfection Facilities at the W.J. Hooper, J.W. Smith and Freeman Road WPP and that all five of the bids received complied with all of the bid requirements. Mr. Buffington stated that it is his and CH2M Hill's recommendation that a contract for construction of the Advanced Disinfection Facilities be awarded to the low bidder Winter Environmental. Mr. Buffington gave the Board background and reference information regarding Winter Environmental.

UV ADVANCED DISINFECTION FACILITIES

Project includes UV Advanced Disinfection Facilities for W. J. Hooper WPP, J. W. Smith WPP and Freeman Road WPP. UV equipment was selected under Task Order BO-00-02, Schematic Design and Equipment Evaluation. Wedeco, Ideal Horizons was selected to supply the equipment. Each facility will include furnishing and installing all equipment, piping and valves, instrumentation and controls, and a building to house the UV equipment.

Project Managers:

- CH2M Hill, Engineers – George Ajy
- Clayton County Water Authority – Mike Buffington

Bid Opening:

Bids for construction of the project were received and opened at 2:00 PM, Local Time, November 15, 2001. The following bids were received:

- Winter Environmental
Atlanta, Georgia **\$ 6,993,000**

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- Alcon Associates, Inc. **\$ 7,377,700**
Kennesaw, Georgia
- P. F. Moon & Company **\$ 7,478,000**
West Point, Georgia
- Southern Champion Construction, Inc. **\$ 7,486,443**
Tucker, Georgia
- Heavy Construction, Inc. **\$ 7,645,655**
Marietta, Georgia

Estimate and Budget:

CH2M Hill Construction Cost Estimate \$ 8,000,000
Bond Issue Budget Amount \$7,426,000

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

Advanced Disinfection Facilities
Freeman Road, W.J. Hooper and J.W. Smith WPP
Construction Bids and Evaluation

ITEM	Winter Environmental	Alcon	P.F. Moon	Southern Champion	Heavy Construction
Base Bid	\$5,267,345.	\$5,652,045.	\$5,752,345.	\$5,760,788.	\$5,920,000.
Allowances	\$1,725,655.	\$1,725,655.	\$1,725,655.	\$1,725,655.	\$1,725,655.
Total Bid	\$6,993,000.	\$7,377,700.	\$7,478,000.	\$7,486,433.	\$7,645,655.
Percent Difference		5.5%	6.9%	7.1%	9.3%

Authority Staff and CH2M Hill recommends that CCWA award the construction contract to Winter Environmental for the following reasons:

- Winter Environmental submitted the lowest bids
- The close proximity of the bids confirms the validity and accuracy of the Winter Environmental bid.
- Winter Environmental complied with all the bid requirements and submitted all of the required information.
- Winter Environmental has not completed any work for CCWA. CH2M Hill requested a statement of qualifications, relevant experience from Winter Environmental and completed reference check for CCWA. All the references contacted provided very favorable responses on Winter Environmental performance.
- Winter Environmental bid was based on the specified equipment.

Upon Motion by Lindy Rogers and seconded by Robbie Moore it was unanimously

RESOLVED: that the contract for construction of the Advanced Disinfection Facilities at the Authority's W.J. Hooper, J.W. Smith and Freeman Road Water Production Plants be awarded to the low bidder Winter Environmental for the bid amount of six million nine hundred ninety three thousand dollars (\$6,993,000), subject to their

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successful execution of the contract and bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents and that the Authority is authorized to establish a reserve fund that would be used to pay 1.5 cents per thousand gallons of treated water royalties in the event the courts make a judgment in favor of the Calgon Carbon Corporation UV Process Patent.

Water Line Design Task Order OP-02-03 – Line 12 and Line 13: Chairman McQueen called on Mike Thomas, Manager of Program Management and Engineering, who presented information concerning the CH2M Hill Water Line Design Task Order for Line 12 and Line 13. Mr. Thomas gave an informational slide presentation showing on a map the area where Line 12 and Line 13 would be located. Mr. Thomas stated that the amount of Task Order OP-02-03, for both Line 12 and Line 13, is ninety five thousand dollars (\$95,000) and will be funded by FY 2002 Operating Funds.

TASK ORDER OP-02-03 NOAH'S ARK WATER SYSTEM IMPROVEMENTS

CH2M Hill will assist CCWA with the design of two significant water line improvements. These water line additions will allow CCWA to move more water out of the Noah's Ark Re-pump Station into our distribution system to the north. CH2M Hill identified the need for these line improvements in the Water Distribution System Modeling work conducted earlier. These improvements are known as Line 12 – Noah's Ark to Atlanta Beach area and Line 13 – Noah's Ark to the Southlake area (Hwy 19/41) and described in more detail below. CH2M Hill will develop a preferred route for the water lines and then developed detailed construction and erosion control plans for these lines. CCWA will bid the work, select the contractor and manage construction.

Line 12 – Noah's Ark to Atlanta Beach area

This includes approximately 10,400 feet of 20-inch water line and 8,800 feet of 16 inch water line from the Noah's Ark re-pump station tying into a 12-inch line along Hwy 138.

Line 13 - Noah's Ark to Southlake area (Hwy 19/41)

This includes 5,700 feet of 24-inch water line connecting an existing 24-inch line to an existing 16-inch line.

TASK ORDER NO. OP-02-03

This is an attachment to the AGREEMENT between CH2MHILL ("ENGINEER") and CLAYTON COUNTY WATER AUTHORITY ("OWNER"), for the project generally described as the Noah's Ark Water System Improvements.

ARTICLE 1. SCOPE OF SERVICES

PROJECT DESCRIPTION

The proposed project consists of the design and preparation of construction drawings for two water system improvements generally described as:

Line #12 – "Noah's Ark to Atlanta Beach"

- 10,400 lf 20-inch and 8,800 lf 16-inch

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Line #13 – “Noah’s Ark to Southlake (19/41)”

- 5,700 lf 24-inch

ENGINEER will prepare construction drawings as two separate packages for OWNER to bid at the same time. OWNER shall prepare legal and technical specifications for the projects.

The work also includes: field surveys, the preparation of drawings for OWNER to submit for Georgia DOT (GA DOT) permits; and preparation of NPDES Erosion Control Plan and Comprehensive Monitoring Program to support the proposed project construction. CH2MHILL will also prepare and submit to EPD a NPDES Notice of Intent for the Erosion Control and Monitoring Program.

The scope of services includes:

1. Preliminary Engineering Services.
2. Engineering Design and Construction Contract Documents Preparation
3. Bidding Services

TASK 1 –PRELIMINARY ENGINEERING SERVICES

The Engineer will meet with OWNER staff to complete the following:

PROJECT KICKOFF MEETING

- Review project team organization and identify points of contact
- Review OWNER standards, specifications and preferences relevant to delivering the work (GADOT jack & bore requirements, materials of construction, standard details/requirements for valve and meter housings, hydrants/placement, etc.)
- Confirm regulatory coordination and permitting support needs
- Review existing CCWA utility locations and tie-in requirements

SUBCONTRACT MANAGEMENT

- Manage a subcontract for pipeline surveys
- Prepare preliminary alignment and ground profile drawings for the pipelines showing existing utilities, plane metrics and appurtenances

Deliverables for Task 1 will include a set of project instructions and electronic copies of survey data and preliminary alignments.

TASK 2 – ENGINEERING DESIGN AND CONSTRUCTION CONTRACT DOCUMENT PREPARATION

Following the completion of Task 1, ENGINEER will proceed with the following activities:

- Review and finalize pipeline alignment with CCWA
- Locate and detail interconnections and pipeline appurtenances
- Prepare GADOT drawings for CCWA to submit
- Prepare Land Disturbance Activity Permit (LDAP) construction drawings for CCWA to submit
- Conduct milestone review meetings with CCWA (30% and 60%)
- Prepare and submit NPDES Erosion Control Plan and Monitoring Program
- Prepare and submit NPDES Notice of Intent

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The work included in this proposal is based on the Preliminary Drawing List below.

Line #12 – “Noah’s Ark to Atlanta Beach”

1. Cover Sheet, Location Map, Index of Drawings, General Notes – 2 sheets
2. Pipeline Plan and Profile (1 inch = 50 feet horizontal, 1 inch = 5 feet vertical) – 18 sheets
3. Details – 4 sheets
4. Erosion and Sediment Control Plans and Details – 10 sheets

Line #13 – “Noah’s Ark to Southlake (19/41)”

1. Cover Sheet, Location Map, Index of Drawings, General Notes – 2 sheets
2. Pipeline Plan and Profile (1 inch = 50 feet horizontal, 1 inch = 5 feet vertical) – 5 sheets
3. Details – 3 sheets
4. Erosion and Sediment Control Plans and Details – 4 sheets

Deliverables for Task 2 (each project) will include:

- 30%, 60% and Bid Ready Construction Plans and Specifications – 3 sets
- LDAP construction permit drawings (for CCWA transmittal) – 4 sets

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- GADOT crossing permit submittals (for CCWA transmittal) – 4 sets
- Erosion Control Plan and Comprehensive Monitoring Program
- NPDES Notice of Intent

TASK 3 – BIDDING SERVICES

Bid phase services are based on standard services provided to OWNER by ENGINEER for other projects and include preparation of advertisement for bids, answering bidder inquiries, providing written clarifications and addenda as required, attending bid opening and recommending award of the construction contract to OWNER. The effort provided by ENGINEER for Task 3 activities assumes both jobs will be bid at the same time. If for any reason the projects are bid on different schedules or bids are not awarded, additional bid phase services will require amendment to this task order.

Deliverables for Task 3 will include:

- Construction Drawings – 6 sets (each project)
- Responses to Bidder’s questions (for CCWA transmittal)
- Award recommendation

ARTICLE 2. COMPENSATION

Compensation by OWNER to ENGINEER will be as follows:

Work will be performed based on a lump sum fee of \$95,000.

Payment will be due to the ENGINEER based on an assessment of current project status based by the CCWA program manager that work is progressing as planned. This determination will be made at monthly meetings and additionally as requested by the OWNER.

ARTICLE 3. SCHEDULE

The work will be completed as shown in the following schedule.

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Notice to Proceed	December 7, 2001
Task 1 – Kickoff Meeting	December 14, 2001
Task 2 - Design	April 5, 2002
Task 3 - Bidding Services	TBD

ARTICLE 4 INSURANCE

The insurance coverage required for this “Task Order” is shown on the attached insurance Exhibit A.

OTHER PROVISIONS

This proposal is based on these assumptions:

1. The design is based on the pipeline route/alignment provided to ENGINEER from OWNER on November 15, 2001. The proposed pipeline route is to be considered final and contained within existing rights-of-way. Additional route surveys, realignment/relocation outside the right-of-way, preparation of easements and/or descriptions are not included in this task order.
2. This proposal assumes ENGINEER will prepare drawings for OWNER transmittal to obtain permit approval for GADOT (jack & bore and traffic control), LDAP construction permitting for erosion control only.
3. Preparation of drawings will be based on ENGINEER standard base formats used for other OWNER work. This proposal assumes that additional OWNER standard details needed for this work will be provided in a compatible electronic format. Preparation of General and special conditions, technical specifications, bid advertisements, construction quantity takeoffs and construction cost estimates are not included in this Scope of Work.
4. No geotechnical investigations have been included. Rock profiles, quantity estimates, specification and coordination of rock excavation/blasting will be handled by OWNER.
5. The ENGINEER will keep the OWNER apprised of the status of the engineering work and will notify the OWNER of changes to the project affecting compensation terms before additional charges are incurred.

This Task Order will become part of the referenced AGREEMENT when executed by both parties.

IN WITNESS WHEREOF, the parties execute below:

For OWNER, CLAYTON COUNTY WATER AUTHORITY

Dated this _____ day of _____, 2001

By: _____

Name	Title
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For ENGINEER, CH2MHILL

Dated this _____ day of _____, 2001

By: _____

Name	Title
------	-------

**EXHIBIT A
 INSURANCE REQUIREMENTS
 TASK ORDER OP-02-03
 Hartsfield Water Meter Relocation and Pipeline Design**

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ENGINEER'S Insurance

The Engineer will maintain throughout the completion of the above and any subsequent task orders in connection with this project and after completion as required in this Exhibit A.

(a) Workers' compensation as required by the State (Statutory) where the work is performed and Employers Liability in the amount of one million (\$1,000,000) Each Per Accident, Per Disease Each Employee and Per Disease Policy Limit. ENGINEER shall also indemnify and hold OWNER harmless for any such liability that may attach to OWNER as a "statutory employer" of any of ENGINEER'S employees, agents or subcontractors. "An Alternate Employer Endorsement" naming the Owner as a protected Alternate Employer will be added to the Workers' Compensation policy.

(b) Automobile Liability insurance covering claims for injuries to persons and/or property arising from the use of motor vehicles, including onsite and offsite operations, owned, non-owned or hired vehicles, with \$1,000,000 Combined Single Limit.

(c) Commercial General Liability, Occurrence Form, including Contractual Liability, per Project General Aggregate Limit of Liability, losses caused by explosion, collapse and underground (X,C,U perils). The Owner is added as an Additional Insured using ISO Form CG 20-10 extended to include Products/Completed Operations, or an equivalent Additional Insured endorsement, either form must be acceptable to the Owner. The coverage is primary as to the work of the ENGINEER for the Owner and includes separation of insured's (cross liability). Additional Insured status will be certified to the Owner for a period of five (5) years following completion of the project. The General Liability shall cover claims for injuries to persons or damage to property arising out of any covered negligent act or omission of ENGINEER or of any of its employees, agents, or subcontractors.

The limits of coverage shall be:

\$ 1,000,000	Per Occurrence
\$ 1,000,000	Personal or Advertising Injury
\$ 1,000,000	Fire Damage
\$ 5,000	Medical Payments
\$ 1,000,000	General Aggregate
\$ 1,000,000	Products/Completed Operations Occurrence and Aggregate

In the alternative, the ENGINEER may substitute a claims made policy in the same amounts and for the same coverage's, provided that it has full prior acts coverage and a five (5) year Extended Reporting Period included in the current policy.

(d) Professional liability insurance to include coverage for the Owner and all Subs, Engineers and Design Consultants, with a minimum limit of \$10,000,000 per claim and in the aggregate. The OWNER may increase the limit requirements where in the opinion of the OWNER such increase is desired. The policy shall contain an eight (8) year Extended Reporting Period or the Engineer will furnish the Owner evidence of continuing coverage for that same period of time after completion. The Retroactive date under the policy will predate any work for the Owner. Sixty (60) days prior written notice of cancellation or non-renewal shall be given to the OWNER in the event of termination or non-renewal.

The Owner may elect to obtain a PROJECT policy on a primary or excess basis. The Engineer will amend their PRACTICE policy to provide primary or excess coverage to increase the

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combined limits of coverage. Deductibles included in the policies will be the responsibility of the Engineer.

(e) An Umbrella policy, including Excess following form, will be provided with a minimum limit of \$25,000,000 Per Occurrence and Aggregate (Per Project) and will apply over underlying policies for Automobile Liability, Commercial General Liability and Employers Liability. The Umbrella policy limits may be combined with the underlying limits to obtain the total limits required.

(f) The ENGINEER will furnish a Certificate of Insurance to the Owner for coverage's (a) Workers' Compensation/Employers Liability; (b) Automobile Liability; (c) Commercial General liability; (d) Professional Liability; and (e) Umbrella Liability. The certificates will include a copy of the endorsement on each policy, which requires written notice to the Owner in the event, or termination or non-renewal of at least sixty (60) days.

The certificates for the Commercial General Liability will also include a copy of the endorsement naming the Owner as an Additional Insured, providing primary coverage for Operations and Products/Completed Operations.

Waiver of Subrogation – ENGINEER waives subrogation against Owner as to Workers' Compensation including Employment Practices Liability, Automobile and Commercial General Liability Policies.

(g) Each and every policy required by this contract shall be with a company that is rated by Best as A- or better. Further, the OWNER shall not be responsible for any deductibles established by such policies.

Upon Motion by Marie Barber and seconded by Lindy Rogers it was unanimously

RESOLVED: that CH2M Hill Task Order OP-02-03 for the Noah's Ark Water System Improvements to Line #12 and Line #13 in the amount of ninety five thousand dollars (\$95,000) be approved.

Hooper WPP Phase II Design Task Order OP-02-02: Chairman McQueen called on Rick Hirsekorn, CH2M Hill, who presented to the Board information concerning Task Order OP-02-02 for Phase II Design of the W.J. Hooper WPP improvements and expansion of capacity. Mr. Hirsekorn gave an informational slide presentation and discussed the following information that was distributed to the Board.

W. J. HOOPER IMPROVEMENTS – PHASE II

Project includes services of CH2M Hill for detailed design and bidding of complete rehab and expansion of existing WPP. Plant will be expanded from 20 MGD to 25 MGD. Design will be in accord with "Preliminary Design and Assessment of the W. J. Hooper WPP – Final Report" dated March 2001. In general the project will include new raw water intake and pump station, new high rate settling basins, new chemical feed and storage facility, additional filters, new high service pump station and modifications to existing building. The task order will also include pilot testing of high rate clarifiers, NPDES Storm Water permitting, Erosion and Sedimentation Control permitting and assistance in preparation of documentation required to modify raw water withdrawal permit. The estimated construction cost of the facility is \$17,000,000.

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Project Managers:

- CH2M Hill, Engineers – George Ajy
- Clayton County Water Authority – Mike Buffington

Task Order Amount:

\$ 1,770,000

Funding:

The project will be funded by FY 2002 Operating Funds.

TASK ORDER OP-02-02

This attachment is to the AGREEMENT between CH2M HILL, INC., (“ENGINEER”), and CLAYTON COUNTY WATER AUTHORITY (“OWNER”), for a PROJECT generally described as Design of W.J. Hooper WPP Improvements – Phase II.

The purpose of this Task Order is the detailed design and bidding of the W.J. Hooper Water Production Plants (WPP) Improvements – Phase II. Design of the improvements will be in accordance with “Preliminary Design and Assessment of the W.J. Hooper WPP – Final Report” Dated March 2001 and Attachment A.

ARTICLE 1. SCOPE OF SERVICES

ENGINEER agrees to furnish OWNER the following services:

PROJECT DESCRIPTION

1. Improvements to the W.J. Hooper WPP - Phase II as described in detail in the Report referenced above and in Attachment “A”
2. The major components of the proposed improvements are:
 - Raw water pump station and intake and a raw water pipeline
 - Raw water flow metering and control
 - Demonstration study of high rate clarifier
 - Two high rate clarifiers
 - Two additional filters to increase the filtration capacity to 25 mgd, and structural repair to the existing filters
 - Chemical feed building
 - Additional transfer pumps to increase the WPP capacity to 25 mgd
 - New high service pump station and surge protection system
 - Electrical improvements to the existing power feed system
 - Computer based controls to the proposed improvements
 - Architectural improvements to the administration facilities at the Plant
 - Removal of all retired equipment

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- Removal and replacement of the existing septic tank
3. Support CCWA in increasing water withdrawal from the W.J. Hooper Reservoir from 20 mgd to 25 mgd
 4. A more detailed description of the improvements is presented in Attachment "A"

PROJECT PHASES PROVIDED BY THE ENGINEER

1. Schematic Design
2. Design Development
3. Preparation of Construction Contract Documents
4. Services related to advertisement and award of a construction contract

SCHEMATIC DESIGN DELIVERABLES

Schematic design phase will be based on the report referenced above and Attachment "A".

1. Completion of the demonstration/pilot testing for one high rate clarification process
2. Process/Mechanical layouts
3. Process/Mechanical equipment data sheets
4. Overall site layouts
5. Process diagrams
6. Process control narratives
7. Surge analysis and recommendation for the high service pump station
8. Hydraulic profile throughout the WPP
9. Floor plans, for new structures
10. Electrical single line diagrams
11. 25 percent cost estimate
12. Schematic design will be available for review by the OWNER staff at the completion of the schematic design phase

DESIGN DEVELOPMENT DELIVERABLES

1. Design development phase will be based on the schematic design referenced above
2. Process/Mechanical drawings including piping, valves, and other mechanical equipment for the proposed Facilities described above
3. Process and Instrumentation diagrams
4. Process Control Narratives and loop descriptions
5. Architectural floor plans, sections and elevations
6. Electrical MCC diagrams
7. Draft building services equipment and ductwork for each proposed building.
8. Site development drawings including grading, piping, drainage and electrical duct banks
9. List of technical specifications to be prepared in the contract documents phase for all disciplines
10. 50% Cost Estimate
11. Design development deliverables will be available for review by the OWNER staff on a monthly basis and at the completion of the design development phase

CONTRACT DOCUMENT DELIVERABLES

1. Design drawings defining the work for bidding and construction under one construction contract
2. Specifications and procedural documents based on CH2M HILL master documents
3. Revised estimate of construction cost
4. Documents in preparation will be available for review by the OWNER on a monthly basis and at the end of the Contract Document Phase. Final documents will be submitted to CCWA for review and to the Georgia EPD for permit to construct. Documents will be signed and sealed as required by the statutes of the State of Georgia.

DESIGN ASSUMPTIONS

1. The design work on this project will be completed in 2002.
2. Modifications to the existing residuals handling facilities are not included in this task order.
3. Drawings of the existing facilities will be digitized and used as the base of improvements/renovations of existing facilities.
4. Review submittals will consist of the following: work plan, 25% design (schematic design), 50% design (design development), and 90%(construction document development).
5. CH2M HILL master specifications will be used as the basis for all specifications, including General Conditions, Supplemental Conditions, Division 1, and all technical sections in Divisions 2 through 16.
6. No equipment pre-purchase will be required.
7. The drawings will follow CH2M HILL CAE/CAD standards. 3D models will be created with Micro Station and Micro Station's engineering configuration products or equal.
8. The OWNER will provide reproducible copies of all existing plant construction drawings. These drawings are considered record drawings and, as such can be relied upon to be accurate for design purposes.
9. Any investigation and remediation of possible hazardous waste, wetlands investigation or mitigation, asbestos, lead paint or other types of contamination will be conducted as a separate contract.
10. A topographic survey of the existing facilities and site will be required and will be done by the Engineer. Legal, easement, or plat surveys will not be required for any of the sites.
11. The Engineer, as required, will provide detailed subsurface geotechnical investigation.
12. CH2M HILL will use the information provided on record drawings to develop the existing site utility drawings. Use of a utility firm to locate existing underground utilities, duct banks and site piping in the area of the work will be an additional cost.
13. Civil site work plans will be provided only for areas of the site involving significant disturbance to the existing grading. Site drawings will only be prepared for those sectors in the plant where new facilities are to be constructed.
14. A separate landscaping plan will not be prepared. Landscaping will include seeding, sodding and shrubs, as noted in civil plans.
15. Only portions of the existing plant roadways that are disturbed by construction activities will be re-paved. Roadway profile drawings are not required.
16. Building architecture (materials, construction) will be similar to existing buildings.
17. Point-to-point wiring diagrams are not necessary, and will not be provided.
18. The OWNER will provide 5 copies of 11 X 17 drawings for each internal review.
19. The final construction contract deliverables will consist of 5 copies of 11 X 17 drawings, 3 copies of full size drawings and 8 copies of 8½ X 11 legal and technical specifications for OWNER'S use. An additional 7 signed and sealed copies of 11X17 drawings and technical specifications will be also provided to CCWA for submission to Henry County.
20. Provide electronic copy of the final design drawings in an AutoCAD format.

DEMONSTRATION STUDY ASSUMPTIONS

1. Study will be limited to one ACTIFLO unit.
2. Unit will be operated and maintained by the Manufacturer representative.
3. Turbidity, alkalinity, TOC and pH to be monitored at the WPP and at the pilot unit.
4. Metals will be analyzed at the CH2M HILL's Applied Science Lab.
5. Housing of the pilot units will not be required.
6. Testing duration will be limited to 7 weeks (4 weeks in January and 3 weeks in April/March of 2002).
7. A raw water tap and electrical service will be provided by CCWA.

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8. CCWA to make a raw water tap and run hose or PVC pipe to ACTIFLO pilot.
9. CCWA to provide power connection.
10. CCWA to connect piping (discharge and sludge) from pilot to sedimentation basin (some hose and PVC piping).
11. Clarifier effluent water will be discharged to the rapid mix basin.
12. Settled sludge will be piped and discharged to the existing thickeners.

BID PHASE

Bid phase services include preparation of advertisement for bids, responding to bidder inquiries, providing written clarifications and addenda as required, attending bid opening and recommending award of the construction contract to CCWA. If for any reason, bids are not awarded, additional bid phase services will require amendment to this task order. The ENGINEER will perform printing of contract documents and the costs charged to bidders and suppliers.

BID PHASE ASSUMPTIONS

1. ENGINEER will distribute the bid documents.
2. ENGINEER will conduct and document one Pre-bid Conference at the project site or OWNER'S office.
3. The two lowest bids and supporting documentation will be evaluated. ENGINEER will prepare a letter documenting the results of this evaluation and recommendation for award of the construction contract. ENGINEER will assist the OWNER's staff in presenting the recommendation for award to the governing body.
4. ENGINEER will prepare 5 sets of conformed contract documents for execution by the OWNER and CONTRACTOR

PERMITTING

Permitting effort will include the following three major components:

GA EPD – Drinking Water Division Permits

The ENGINEER will prepare Design Development Report, drawings and technical specifications and submit to the GAEPD for review and approval.

Henry County Building Permit

Permit packages will be prepared for CCWA for submittal to Henry County by CCWA. Drawings and specifications will be prepared by the ENGINEER and submitted by the OWNER for application for local building permits.

NPDES and Erosion Control Plan

The Engineer will prepare the Sediment and Erosion Control Plan, the Stormwater NPDES Comprehensive Monitoring Program and the Notice of Intent (NOI). The Engineer will submit the NOI to GEPD on behalf of the Contractor and the Sediment and Erosion Control plan to the local Agency for approval. Implementation of monitoring requirements is not part of this task order.

Water Withdrawal Permit

The Engineer will assist CCWA in increasing the current water withdrawal permit from the W.J. Hooper Reservoir from 20 to 25 mgd. The increase is based on allocating 5 mgd of the Blalock Reservoir safe yield. Permitting effort is limited to five working days and does not include development of any support studies or evaluations. The anticipated effort is based on utilizing

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existing information. One coordination meeting with GA EPD is anticipated. Additional engineering services will be required to complete any studies requested by the GAEPD.

ARTICLE 2. COMPENSATION

Compensation by OWNER to ENGINEER will be as follows:

Work will be performed based on a lump sum fee of \$1,770,000.

The lump sum price includes an estimated cost of \$110,000 to complete the 7 weeks of demonstration study of the ACTIFLO unit. If the OWNER chooses not to use the ACTIFLO technology, then the cost of the demonstration testing will be deducted from the total lump sum. If the alternate clarification process (other than ACTIFLO) selected required pilot or demonstration testing, then the cost of the testing will be evaluated and a final cost will be submitted to the OWNER for review.

Payment will be due to the ENGINEER based on an assessment of current project status based by the CCWA program manager that work is progressing as planned. This determination will be made at monthly meetings and additionally as requested by the OWNER.

ARTICLE 3. INSURANCE

The insurance coverage required for this "Task Order" is shown on the attached insurance exhibit B.

SCHEDULE

ENGINEER will begin this scope of work as soon as authorized by the OWNER.

Design will start December 2001. Contract Documents will be completed on or about September 30, 2002 and submitted to OWNER.

Advertisement for bids will be as scheduled by the OWNER.

This Task Order will become part of the referenced AGREEMENT when executed by both parties.

IN WITNESS WHEREOF, the parties execute below:

For OWNER, CLAYTON COUNTY WATER AUTHORITY

Dated this _____ day of _____, 2001

By: _____

Name

Title

For ENGINEER, CH2M HILL

Dated this _____ day of _____, 2001

By: _____

Name

Title

ATTACHMENT A
DESCRIPTION OF DESIGN SERVICES
TASK ORDER OP-02-02
Design of W.J. Hooper WPP Improvements – Phase II

Introduction

The scope of work for the design services at the W.J. Hooper Water Production Plant (WPP)- Phase II Improvements is based on improvements to the several components or processes of the WPP. The recommendations were developed based on a detailed evaluation of the WPP as presented in the CH2M HILL report titled "Preliminary Design and Assessment of the W.J. Hooper WPP – Final Report" dated March 2001

Existing Facilities and Alternatives

Review and assessment of the various components and processes of the existing facilities indicated several deficiencies that need to be addressed. The following is a brief summary of the recommended improvements to the various components and processes. A summary of estimated construction costs is presented in Table 1.

TABLE 1

Summary of Estimated Costs
W.J. Hooper WPP Preliminary Design and Assessment

Area of Evaluation	Estimated Cost
TM 2 Raw Water Intakes and Pumping	\$3,365,000
TM 3 Flocculation and Clarification	\$3,630,000
TM 4 Chemical Feed Systems	\$3,535,000
TM 5 Filter Operation and Control	\$1,285,000
TM 6 Finished Water and Transfer Pumping	\$2,550,000
TM 7 Electrical Facilities	\$1,450,000
Architectural Improvements	\$700,000
Total Cost	\$16,515,000

Raw Water Intakes and Pumping

The plant is equipped with two raw water intakes and pump stations. These pump stations contain a total of six pumps. Screening is performed by fixed bar racks. A separate power feed provides 2300V power to all the pumps. The raw water pump stations discharge into 16- and 24-inch raw water lines that flow to the rapid mix and sedimentation basins that were constructed in 1977. The raw water pump stations are, in general, crowded with limited space for maintenance. The major issues/concerns associated with the raw water pump stations are related to:

- Potential for flooding due to low operating floor elevation (below the 100 year flood plain)
- Insufficient pumping capacity for a plant of 25 mgd
- Limited space for adequate operation and maintenance
- Poor screening of raw water
- Siltation in the intake area
- Electric service currently used (2300V) is outdated technology and limited availability of replacement parts
- Insufficient hydraulic capacity in the raw water lines at the projected WPP capacity of 25 mgd

Two major alternatives considered were evaluated. The following is a summary of the recommended alternative:

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- Complete a hydrographic survey to determine the Reservoir depth profile, optimum location of a new intake and dredging requirements around the proposed intake.
- Construct a side channel intake in the general vicinity of the existing raw water pump stations.
- Install screens to manage the high turbidity levels to the WPP and to reduce the wear of the raw water pumps due to debris and silt.
- Install an additional 24-inch transmission main from the raw water pump stations to the flash mix chamber to provide 25 mgd of raw water transmission capacity.
- Maintain at least one of the existing raw water pump stations to be used as backup for major repairs or maintenance.
- Construct a new raw water pump station using vertical turbine pumps and a firm capacity of 25 mgd. Access hatches will be provided for pump removal. Traveling bridge crane will not be provided.
- The existing decant line from the filter backwash holding tank will be relocated downstream of the Hooper Reservoir.

Flocculation and Clarification

Pretreatment facilities consist of flash mix chamber, three-stage flocculation, two sedimentation basins built in 1977, a splitter box, and five sedimentation basins that have been built in several phases. Settled water from the first settling stage is collected into a splitter box that distributes the flow to the second stage settling basins. Plant personnel have reported frequent maintenance problems with the flocculators and sludge collection system. The major issues/concerns associated with the clarification facilities are:

- The variable speed drives for two flocculation stages are no longer operational and the speed of the mixers cannot be adjusted
- Inadequate flocculation time at the proposed capacity of 25 mgd
- High loading rates resulting in high settled water turbidities
- Overall high loading rates in both settling stages at 20 and 25 mgd
- Splitter box configuration impacts settling of the floc carried over to the second stage of settling
- Limited improvement in the settled water turbidity in the second stage of settling
- Frequent repairs needed for sludge collection system

Two major alternatives considered were evaluated. The following is a summary of the recommended alternative:

- Eliminate existing flash mix chamber and flocculation basins and use existing 1977 basins as presettling and contact tank for oxidation or PAC.
- Provide a splitter box and raw water flow measurement and control.
- Demolish the existing splitter box, old existing settling basins 1 and 2, and old slow mix chambers 1 and 2.
- Build two high-rate flocculation/clarification units where old settling basins 1 and 2 are currently located. Space for a third unit will be provided for future expansion.

High Rate Clarifiers Demonstration Study

Two high rate clarification processes (Superpulsator and ACTIFLO) were considered for the

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W.J. Hooper WPP. GAEPD currently allows the use of the SUPERPULSATOR process without any pilot testing. Discussions with GA EPD indicated that seasonal testing would be required for final approval of the ACTFLO process. Therefore, two sets of testing will be required to demonstrate to the GAEPD the feasibility of using ACTIFLO process at the WPP.

The demonstration study will be limited to one ACTIFLO unit operated by the manufacturer's staff. Additional unit processes, such as filtration units, will not be part of the demonstration study. Demonstration testing will be conducted in January for 30 days and in March or April for 14 to 21 days.

Chemical Feed Systems

Existing chemical feed facilities consist of dry, bulk liquid, and gas chemical feed systems. The chemical systems, with the exception of the PAC system, are all in use and are located next to the administration building. All of the dry systems (fluoride and potassium permanganate) except lime are based on bag handling. Bulk liquid systems consist of bulk tanks (alum and corrosion inhibitor), day tanks, and metering pumps. The chlorine gas feed system has a ton chlorine cylinders storage room and chlorinator room. The major issues/concerns associated with the chemical feed facilities are:

- Safety concerns associated with the chlorine feed system
- Manual handling of dry chemicals by WPP staff
- Manual operation and adjustment of the chemical systems required because of limited control capabilities
- Feed and storage capacity at 25 mgd
- Lack of proper secondary containment
- Lack of adequate reliability on several components
- Improvements of chemical handling and transfer procedures needed

The two major alternatives considered were evaluated. The following is a summary of the recommended alternative:

- A new chemical feed facility would be located south of the filters in the footprint of two of the existing 1950's sedimentation basins to be demolished.
- The new building would be a two-story structure and would be accessible from the operating floor and the ground level. The proposed improvements/upgrades would provide the Hooper WPP with chemical feed facilities that are able to accommodate the increased capacity (25-mgd).
- The existing lime system will be removed.
- The existing soda ash system will be maintained and used.

Filter Operation and Control

Filtration facilities at the plant consist of ten – 360-sq.-ft dual media filters. The filters are equipped with surface wash. Loading rates with one filter out of service exceed 4-gpm/sq. ft. at 20 mgd. The loading rate will exceed 5 gpm/sq.ft. at 25 mgd.

Two alternatives were evaluated and the following alternative was recommended:

- Construction of two additional filters and associated piping and valves to the west of the existing filters to provide a firm filtration capacity of 25 mgd.
- Housing of the proposed filters will be consistent with the existing filters.
- Structural improvements of the existing filter walls.

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High Service and Transfer Pumping

Filtered water is transferred to the aboveground storage tanks using 6 vertical turbine pumps. The pumps are operated based on the water level in the filtered water wet well. As part of the ongoing design project, discharge piping for Transfer Pumps No. 1 through 4 will be modified to eliminate connection of the pumps to the wash water supply header.

Finished water from the aboveground storage tanks flows by gravity to the centrifugal high service pumps, which supply water to three finished water mains.

The major issues/concerns associated with the transfer and finished water pump stations are:

- Inadequate firm capacities to meet proposed capacity of 25 mgd
- Limited operation and maintenance space around the transfer pumps
- Electrical code issues with the transfer pumps switchgear
- Poor surge control for the high service pumps, resulting in excessive pressures and premature wear to the discharge check valves
- Cavitation of high service pumps when the storage tanks are half full
- Potential for flooding of the high service switchgear due to pipe break
- High service pumps supplied using outdated 2300V electrical service

Two alternatives for the transfer pump station were considered and the following alternative was recommended:

- Replacement of pumps #1-4 and associated discharge piping and valves with larger pumps to provide firm capacity of 25 mgd.
- Rebuild pump #5.
- Provide new electrical starters and switchgear associated with the transfer pumps.

The two major alternatives were evaluated for the high service pump station and the following alternative was recommended:

- New high service pump station housing all finished water pumps to be located on the northern end of the WPP site.
- Firm pump capacity of 25 mgd using can vertical turbine pumps will be used.
- Provide space to accommodate addition of future pumps in new high service pump station.
- One Common flow meter measuring pump station discharge.
- Complete a surge analysis and provide adequate surge protection on the finished water mains.
- Access hatches will be provided for pump removal. Traveling bridge crane will not be provided.
- Upgrade electrical switchgear to 480V or 4160V service.
- Construct new suction lines from the existing storage tanks and connections to the existing distribution system mains.

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- Remove all existing high service pumps, above operating floor piping and valves and switchgear.
- Below operating floor piping in the existing high service pumps station will be abandoned in place and trenches filled with concrete.

Electrical Facilities

Power to the Hooper WPP is supplied by Georgia Power Company to a substation located on

the northern end of the WPP site. Georgia Power has two utility sources from separate substations routed to the plant. In the event the primary utility source loses power, Georgia Power manually transfers the plant to the backup source of power.

Most of the primary distribution system and major pump controllers were installed in the 1960s and 1970s and are approaching 30 years or more in age. Although the existing equipment is well maintained, most of the equipment has reached its useful life. One of the major problems with the age of the equipment is obtaining replacement parts for the 2400V motors and starters.

It is recommended that a major retrofit of the electrical feed and infrastructure be performed in conjunction with the remaining recommendations.

Electrical improvements will consist of the following:

- Replace existing Georgia Power 2400V substation with 4160V substation.
- Provide 4160V switchgear. The switchgear would provide two feeders for a medium voltage loop around the plant. Switchgear can be located in the new high service pump facility or in an outside enclosure.
- Provide pad-mounted switches at each major load center to allow maximum flexibility in the distribution system.
- Provide new Unit Substations No. 1 for transfer pumps and Unit Substation No. 2 for the control building.
- Install pad-mounted transformer outside raw water pump station to provide 480V. Transformer can be powered from the new 4160V-distribution loop.
- Provide underground 4160V-distribution loop around plant site.

Instrumentation and Control

Previous improvements to the W.J. Hooper WPP-Phase I Improvements and the UV Advanced Disinfection facilities will include PLC based controls for the proposed improvements. As part of this project PLC controls will be provided for each proposed process. Central control facilities will be provided to allow WPP operators monitoring and control of the various processes. Plant wide network will be provided throughout the WPP.

Architectural Improvements

Architectural improvements to the administration facilities are required to improve building services, operator facilities and to bring the existing facilities up to code. Improvements will consist of the following components:

- Replacement of the filter and administration building exterior windows
- Replacement of the roof of the administration and filter buildings with a roof similar to the recently completed UV building
- Provide men/women locker rooms, showers and rest rooms
- Relocate air handling units from administration building roof
- Remove lime silo

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- Provide a maintenance shop in place of the existing high service pumps
- Reconfigure the control room in the administration building
- Provide miscellaneous architectural improvements to the operator and laboratory facilities

**ATTACHMENT B
INSURANCE REQUIREMENTS
TASK ORDER OP-02-02
Design of W.J. Hooper WPP Improvements – Phase II**

ENGINEER's Insurance

The Engineer will maintain throughout the completion of the above and any subsequent task orders in connection with this project and after completion as required in this Exhibit B.

(a) Workers' compensation as required by the State (Statutory) where the work is performed and Employers Liability in the amount of one million (\$1,000,000) Each Per Accident, Per Disease Each Employee and Per Disease Policy Limit. ENGINEER shall also indemnify and hold OWNER harmless for any such liability that may attach to OWNER as a "statutory employer" of any of ENGINEER'S employees, agents or subcontractors. "An Alternate Employer Endorsement" naming the Owner as a protected Alternate Employer will be added to the Workers' Compensation policy.

(b) Automobile Liability insurance covering claims for injuries to persons and/or property arising from the use of motor vehicles, including onsite and offsite operations, owned, non-owned or hired vehicles, with \$1,000,000 Combined Single Limit.

(c) Commercial General Liability, Occurrence Form, including Contractual Liability, per Project General Aggregate Limit of Liability, losses caused by explosion, collapse and underground (X,C,U perils). The Owner is added as an Additional Insured using ISO Form CG 20-10 extended to include Products/Completed Operations, or an equivalent Additional Insured endorsement, either form must be acceptable to the Owner. The coverage is primary as to the work of the ENGINEER for the Owner and includes separation of insured's (cross liability). Additional Insured status will be certified to the Owner for a period of five (5) years following completion of the project. The General Liability shall cover claims for injuries to persons or damage to property arising out of any covered negligent act or omission of ENGINEER or of any of its employees, agents, or subcontractors.

The limits of coverage shall be:

\$ 1,000,000	Per Occurrence
\$ 1,000,000	Personal or Advertising Injury
\$ 1,000,000	Fire Damage
\$ 5,000	Medical Payments
\$ 1,000,000	General Aggregate
\$ 1,000,000	Products/Completed Operations Occurrence and Aggregate

In the alternative, the ENGINEER may substitute a claims made policy in the same amounts and for the same coverage's, provided that it has full prior acts coverage and a five (5) year Extended Reporting Period included in the current policy.

(d) Professional liability insurance to include coverage for the Owner and all Subs, Engineers and Design Consultants, with a minimum limit of \$10,000,000 per claim and in the aggregate. The OWNER may increase the limit requirements where in the opinion of the OWNER such

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increase is desired. The policy shall contain an eight (8) year Extended Reporting Period or the Engineer will furnish the Owner evidence of continuing coverage for that same period of time after completion. The Retroactive date under the policy will predate any work for the Owner. Sixty (60) days prior written notice of cancellation or non-renewal shall be given to the OWNER in the event of termination or non-renewal.

The Owner may elect to obtain a PROJECT policy on a primary or excess basis. The Engineer will amend their PRACTICE policy to provide primary or excess coverage to increase the combined limits of coverage. Deductibles included in the policies will be the responsibility of the Engineer.

(e) An Umbrella policy, including Excess following form, will be provided with a minimum limit of \$25,000,000 Per Occurrence and Aggregate (Per Project) and will apply over underlying policies for Automobile Liability, Commercial General Liability and Employers Liability. The Umbrella policy limits may be combined with the underlying limits to obtain the total limits required.

(f) The ENGINEER will furnish a Certificate of Insurance to the Owner for coverages (a) Workers' Compensation/Employers Liability; (b) Automobile Liability; (c) Commercial General liability; (d) Professional Liability; and (e) Umbrella Liability. The certificates will include a copy of the endorsement on each policy, which requires written notice to the Owner in the event, or termination or non-renewal of at least sixty (60) days.

The certificates for the Commercial General Liability will also include a copy of the endorsement naming the Owner as an Additional Insured, providing primary coverage for Operations and Products/Completed Operations.

Waiver of Subrogation – ENGINEER waives subrogation against Owner as to Workers' Compensation including Employment Practices Liability, Automobile and Commercial General Liability Policies.

(g) Each and every policy required by this contract shall be with a company that is rated by Best as A- or better. Further, the OWNER shall not be responsible for any deductibles established by such policies.

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

RESOLVED: that CH2M Hill Task Order OP-02-02 for the Design of W.J. Hooper WPP Improvements Phase II in the amount of one million seven hundred seventy thousand dollars (\$1,770,000) be approved.

Chairman McQueen stated that on behalf of the Board that he would like to wish all of the Authority employees a Merry Christmas and Prosperous New Year.

There was a general discussion concerning the status on the construction of the Authority's Office Complex addition.

There was a Board discussion concerning changing the date of the January 3, 2002 board meeting.

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Upon Motion by Robbie Moore and seconded by Lindy Rogers it was unanimously.

RESOLVED: that the January 3, 2002 board meeting be changed to the second Thursday, January 10, 2002.

Board Member Lloyd Joiner left the meeting at this time.

Chairman McQueen stated that he would entertain a motion for the Board to go into executive session to consult with legal counsel.

Upon Motion by Robbie Moore 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.

Chairman McQueen called the regular board meeting back into open session.

Chairman McQueen gave the Board information concerning Commissioner Crandle Bray serving on the Metropolitan North Georgia Water Planning District Committee. Mr. McQueen stated that Mr. Brannan dedicates approximately 20% of his time attending these meetings with Commissioner Bray or represents him when he is unable to attend these meetings. Mr. Brannan updated the Board on the status of the Metropolitan North Georgia Water Planning District Committee. There was discussion concerning this information with questions. Mr. Brannan answered questions and gave additional information.

Mr. Brannan gave the Board information concerning the Riverdale Senior Citizens Center on Hwy 139 and stated that the Board agreed for the Authority to pay half of the costs associated with providing this Senior Citizens Center with sewerage. Mr. Brannan stated that there is an issue with electrical power to the Senior Citizens Center sewerage pumping station, which Authority employees are trying to resolve. Mr. Brannan stated that at the present time the total cost of this project is seventy two thousand nine hundred seventy nine dollars and twenty cents (\$72,979.20) and that the Authority's total cost would be half of this amount plus the cost associated with the electrical power problem which should not exceed fifty thousand dollars (\$50,000).

Mr. Brannan gave the Board information on the Authority's 1973 agreement with DeKalb County to purchase one (1) MGD capacity in the DeKalb County Snapfinger Water Reclamation Facility (WRF). Mr. Brannan stated that DeKalb County is in the process of making improvements to their Snapfinger Facility by installing a 20MGD equalization tank for infiltration and inflow at a cost of 7.8 million dollars. Mr. Brannan stated that the Authority's agreement with DeKalb County calls for the Authority to pay

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1/36th of all construction improvement costs to this facility. Mr. Brannan stated that the Authority's 1/36th share of 7.8 million dollars would be two hundred seventeen thousand dollars (\$217,000) and that the Authority has received our first invoice from DeKalb County in the amount of forty one thousand dollars (\$41,000). Mr. Brannan asked the Board to authorize this invoice to be paid. There was discussion concerning this information and the funding source to pay this invoice. Mr. Brannan answered questions and gave additional information.

Upon Motion by Lindy Rogers and seconded by Robbie Moore it was unanimously.

RESOLVED: to approve payment of the invoice for forty one thousand dollars (\$41,000) to DeKalb County for improvements to their Snapfinger Water Reclamation Facility and authorize payment of all future invoices associated with these improvements up to the amount of two hundred seventeen thousand dollars (\$217,000).

Mr. Brannan gave the Board information regarding easements received from the City of Atlanta for the Mt. View sewer project and asked the Board to authorize him to sign these easements.

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

RESOLVED: that Mr. Brannan be authorized to sign the City of Atlanta easements.

Mr. Brannan gave the Board information concerning the Expedited Enforcement Compliance Orders and Settlement Agreement from the Georgia Department of Natural Resources Environmental Protection Division (EPD). Mr. Brannan stated that EPD requires the Authority to report any un-permitted sewer discharges from the Authority's sanitary sewer system and after filing of these reports EPD issues fines, in different amounts, according to the type and amount of the discharge. Mr. Brannan gave the Board information on the Authority's unpermitted sewer discharges and stated that EPD has requested the Authority to pay twenty five thousand dollars (\$25,000) in fines for these discharges and he is asking the Board to authorize payment of these fines to the Georgia Department of Natural Resources Environmental Protection Division (EPD).

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

RESOLVED: to authorize payment of the twenty five thousand dollar (\$25,000) fine to the Georgia Department of Natural Resources Environmental Protection Division (EPD) for un-permitted sewerage discharges

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Mr. Brannan gave the Board information concerning power lines that belong to the Authority at the E.L. Huie Land Management site. Mr. Brannan stated that in order to protect these power lines from damage from falling tree limbs that he requested that Mr. Hammock solicit quotes from tree trimming contractors to trim the tree limbs away from the power lines and that Georgia Power submitted the low quote of \$80 dollars an hour if it is less than 55 feet and \$88 dollars an hour if it is over 55 feet. There was discussion concerning this information and what the estimated total cost might be. Mr. Brannan stated that the estimates cost would be somewhere between ten thousand (\$10,000) and twenty thousand dollars (\$20,000).

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

RESOLVED: that the contract to trim the trees limbs around the electrical power lines belonging to the Authority located at the E.L. Huie Land Management site be awarded to Georgia Power Company for the low quote amount of eighty dollars (\$80) an hour for less than 55 feet and eighty eight dollars (\$88) an hour for over 55 feet, contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Mr. Brannan gave the Board information concerning soliciting quotes to have the outside of the Authority's existing office complex pressure washed and resealed. Mr. Brannan stated that the pressure washing is needed in order for the block on the existing building to match the block on the office complex expansion. Mr. Brannan stated that the Authority received three quotes and the lowest quote was twenty thousand three hundred forty eight dollars (\$20,348) submitted by Southern Commercial Waterproofing. Mr. Brannan stated that it is his recommendation to accept this quote from Southern Commercial Waterproofing. There was discussion concerning this information.

Upon Motion by Lindy Rogers and seconded by Alan Horton it was unanimously.

RESOLVED: that the contract to pressure wash and reseal the block on the existing office complex building be awarded to Southern Commercial Waterproofing for the low quote amount of twenty thousand three hundred forty eight dollars (\$20,348), contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents

Mr. Brannan gave the Board information concerning a Security Assessment Seminar given by the Environmental Protection Agency (EPA) and American Water Works Association (AWWA) that he and Mr. Pihera attended. Mr. Brannan stated that the Authority is already in the process of doing all of the security issues that were discussed and recommended to protect water systems. There was discussion concerning this information.

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Mr. Brannan gave the Board information on a Postal Security Seminar attended by Scott Bailey, Assistant Manager of Administration, concerning mail safety in relation to Anthrax and other toxic substances that could be sent using the mail service. There was discussion concerning this information.

Mr. Brannan discussed other security related topics with the Board giving information about the need for the Authority to increase their water line tie-ins with the City of Atlanta, Fulton County and DeKalb County. Mr. Brannan gave the Board information on the reasons why these water line tie-ins need to be increased to 12 inches or larger. Mr. Brannan gave the Board information concerning some of the problems that homeowners are experiencing in association with the Authority installing backflow preventive devices. Mr. Brannan gave the Board information on additional security measures implemented by the Authority at the Authority's Headquarters Complex and Freeman Road WPP. Mr. Brannan gave the Board information concerning Mr. Pihera's WSB television interview answering questions and giving information about the Authority's planned UV system.

Mr. Brannan gave the Board information concerning a request from the Henry County Board of Education Transportation Department to allow their buses to use our Garner Pump Station site to turn around because their buses are no longer allowed, because of unsafe conditions, to cross over the bridge located on Crumbly Road at Cotton Indian River in Henry County. Mr. Brannan stated that he met with a representative from Henry County Board of Education Transportation Department and told them they could use the Authority property for the school bus turn around but that they would have to put up a security fence between the turn around and the Authority's Garner Pump Station. Mr. Brannan stated that he would also have Mr. Fincher compose a Hold Harmless Agreement. There was Board agreement that Henry County Board of Education Transportation Department be allowed to use the Authority's Garner Pump Station property located on Crumbly Road to turn their school buses around.

Mr. Brannan presented information to the Board concerning working out an agreement with the Lake Spivey Homeowners Association to release water from Lake Spivey in an emergency situation. Mr. Brannan stated that any water released from Lake Spivey would flow into the Authority's Hooper Reservoir and with the Board's authorization he would meet with the Lake Spivey Homeowners Association to try and work out an agreement, in the event of an emergency water shortage, to release water from Lake Spivey to be used by the Authority. There was discussion concerning this information. There was Board agreement that Mr. Brannan be authorized to proceed with this request.

Mr. Brannan gave the Board information concerning a State Drinking Water Funding Source to supply Water Agencies with money for security type improvements. Mr. Brannan stated that the Authority has requested additional information from the State

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to clarify what would be the required if the decision were made for the Authority to borrow any of this money. There was discussion concerning this information.

Mr. Brannan gave the Board information on their request to have a quote painted on the Authority's water tanks including information on the cost, per water tank, to paint these quotes and stated that this cost would be approximately twenty five hundred dollars (\$2,500) for the lettering plus an additional twenty five hundred dollars (\$2,500) for the flag. Mr. Brannan stated that the Authority has eleven water tanks and that one tank painting per year is normally budgeted. Mr. Brannan stated that if the Board makes the decision to have the quote and/or flag put on each tank as it is painted, this project would take approximately ten to eleven years to complete. Mr. Brannan stated that the Authority's water tanks in Forest Park are now in the process of being painted and would be the first water tanks to have a quote and/or flag painted on them. There was discussion concerning this information and which quote and /or flag should be used.

Upon Motion by Lindy Rogers and seconded by Robbie Moore it was unanimously.

RESOLVED: that the quote "God Bless America" along with an American Flag be painted on each of the Authority's water tanks as the water tanks are budgeted to be painted.

Mr. Brannan gave the Board information on the Water Sources Conference and Exhibition jointly sponsored by the American Water Works Association and Water Environment Federation to be held on January 27 – 31, 2002.

Mr. Fincher, Counsel for the Authority, gave the Board information concerning the new Clayton County Ethics Ordinances and stated that this new Ordinance requires that each Board Member file an Ethics in Government Disclosure Statement each year. Mr. Fincher distributed copies of the Disclosure Statement forms and stated that these forms have to be signed and filed with the county by January 31, 2002. There was discussion concerning this information.

There was discussion concerning water accounts that are past due for ninety days or longer and not cut off, with questions concerning some of these past due accounts. Mr. Hicks answered questions and gave the Board information concerning the past due accounts.

There was discussion concerning the Authority's procedures when Georgia Power and/or other contractors cut the Authority's sewer lines. Mr. Brannan and Mr. Hicks answered questions and gave the Board information regarding the Authority's requirements.

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There was discussion concerning the Authority's Employee Christmas Party to be held on Saturday, December 8, 2001.

Chairman McQueen stated that he would entertain a motion to adjourn the regular session board meeting.

Upon Motion by Wes Greene and seconded by Lindy Rogers 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.

Pete McQueen, Chairman

H. Lindy Rogers, Secretary/Treasurer