

## CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road  
Morrow, Georgia 30260

Regular Board Meeting, February 7, 2013

The meeting was held at 2610 Shamrock Road, Jonesboro, Georgia 30236. Chairperson Barber called the meeting to order at 1:30 p.m.

Present at the meeting were: Chairperson, W. Marie Barber, Vice Chairman, Oscar Blalock, Secretary/Treasurer, John Westervelt, Board Members, John Chafin, Rodney Givens, Sophia Haynes and Sylvia Wright; General Manager, P. Michael Thomas, Deputy Manager, Mike Bennett, Legal Counsel, Steve Fincher of Fincher, Denmark & Williams, Carla Clark, Executive Coordinator and other CCWA staff and visitors.

Chairperson Barber called on Oscar Blalock to introduce John Patterson, Water Production Plant Supervisor to give the invocation.

Approval of Agenda: Chairperson Barber asked if there was any opposition to the Agenda as presented. There being none and

UPON Motion by Oscar Blalock and seconded by Rodney Givens it was unanimously

RESOLVED to approve and accept the February 7, 2013 agenda as presented.

Approval of Minutes: Chairperson Barber called for any omissions or additions to the Regular Board Meeting minutes of January 3, 2012. Hearing none, the minutes were approved as presented.

Financial and Statistical Report: Chairperson Barber called on Carl Stephens, Finance Director, to give the financial report. Mr. Stephens reviewed the financial information that was given to the Board for the period ending December 30, 2012.

Annual Bid for Quarry Products – Picked Up: Prior to any discussion of the Quarry Products presentation, Board Member, Sophia Hayne excused herself from the discussion and vote due to a conflict of interest. She left the room. The CCWA Staff recommends awarding this contract to the lowest bidder, Stephens Rock & Dirt, Inc., and the authority to use Lafarge Building Materials on an emergency basis if Stephens Rock & Dirt cannot meet our needs. This contract will be awarded for one year from May 1,

2013 to April 30, 2014. This contract may be extended for a second and third year at no changes in terms or conditions upon mutual consent of all parties.

The Secondary items that were included as a part of this bid are recycled materials that may be used for certain types of projects and will be purchased whenever possible which will result in a cost savings to the CCWA. These secondary items were not part of the bid tabulation as those items are not offered by traditional quarry operators. Purchases will be made based on unit prices on an as needed basis, and will be funded by either the Operations Budget or a specific Capital Project.

PRIMARY ITEMS		Stephens Rock& Dirt		La Farge Building Materials	
Item	Estimated Bid Quantity (tons)	Unit Cost	Total Cost	Unit Cost	Total Cost
Rip Rap Type 1	500	\$15.75	\$7,875.00	\$17.50	\$8,750.00
Rip Rap Type 3	2,000	\$11.75	\$23,500.00	\$16.50	\$33,000.00
Surge Stone	1,000	\$11.75	\$11,750.00	\$14.00	\$14,000.00
Baby Surge Stone	500	\$11.75	\$5,875.00	N/A	N/A
#3 Stone	100	\$11.75	\$1,750.00	\$13.00	\$13,000.00
#4 Stone	1,000	\$11.75	\$11,750.00	\$13.00	\$13,000.00
#34 Stone	200	\$11.75	\$2,350.00	N/A	N/A
#5 Stone	100	\$11.75	\$1,750.00	\$12.25	\$1,275.00
#57 Stone	1,000	\$11.75	\$11,750.00	\$13.25	\$13,250.00
#89 Stone	200	\$11.75	\$2,350.00	\$16.85	\$3,370.00
Crushed Stone Base	3,000	\$7.50	\$22,500.00	\$8.50	\$25,500.00
#8 - #10 Stone	500	\$11.75	\$5,875.00	N/A	N/A
<b>Total Bid - PRIMARY</b>			<b>\$107,925.00</b>		<b>\$112,945.00</b>

SECONDARY ITEMS		Stephens Rock& Dirt		La Farge Building Materials	
Optional Items	Estimated Bid Quantity (tons)	Unit Cost	Total Cost	Unit Cost	Total Cost
Crushed Concrete Base	1,000	\$7.00	\$7,000.00	N/A	N/A
Dirty Crushed Stone Base	2,000	\$4.95	\$9,900.00	\$8.00	\$16,000.00
Screened Fill Dirt	500	\$1.95	\$975.00	N/A	N/A
<b>Total Bid - SECONDARY</b>			<b>\$17,000.00</b>		<b>\$16,000.00</b>

UPON Motion by Rodney Givens and seconded by John Westervelt and in favor of by John Chafin, Oscar Blalock, Marie Barber, Sylvia Wright it was

RESOLVED to award the contract for Quarry Products picked up and to authorize the purchase secondary items on an as needed when needed basis from Stephens Rock and from LaFrage Building Materials if Stephens cannot meet our needs. This contract may be extended for a second and a third year at no changes in terms or conditions upon mutual consent of all parties.

Annual Bid for Asphalt and Concrete Sawing: Staff recommends awarding to the two lowest cost vendors that submitted bids as listed below during the period of May 1, 2013 to April 30, 2014. Staff also recommends that this contract may be extended for a second and third year at no changes in terms or conditions upon mutual consent of all parties.

Bids were received as stated above from Garner Concrete/Sawing, Inc. (\$26,058.00) and ABC Cutting Contractors (\$81,695.00). CCWA will always attempt to use the lowest bidder, Garner Concrete Sawing and will use the other vendor only in the event that the low bidder cannot meet our schedule/needs.

Purchases will be made based on unit prices on an as needed basis, and will be funded by either the Operations Budget or a specific Capital Project.

Item	Estimated Quantity	Garner Concrete Sawing of McDonough		Penhall Company, Inc. of Austell		ABC Cutting Contractors of Atlanta	
		Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
Concrete 0"- 4"	750	\$0.72	\$540.00	No Bid	No Bid	\$1.00	\$750.00
Concrete 4"- 6"	100	\$1.20	\$120.00			\$1.50	\$150.00
Concrete 6"- 8"	200	\$1.68	\$336.00			\$2.00	\$400.00
Concrete 8"- 10"	100	\$2.16	\$216.00			\$2.50	\$250.00
Concrete 10"- 12"	750	\$2.64	\$1,980.00			\$3.00	\$2,250.00
Concrete over 12"	100	\$3.36	\$336.00			\$3.50	\$360.00
Asphalt 0"- 4"	1,000	\$0.40	\$400.00			\$0.40	\$600.00
Asphalt 4"- 6"	1,000	\$0.60	\$600.00			\$0.60	\$900.00
Asphalt 6"- 8"	250	\$0.84	\$210.00			\$0.80	\$300.00
Asphalt 8"- 10"	100	\$1.08	\$108.00			\$1.00	\$150.00
Asphalt 10"- 12"	100	\$1.32	\$132.00			\$1.20	\$120.00
Asphalt over 12"	750	\$1.44	\$1,080.00			\$1.50	\$1,125.00
Minimum Billing	200	\$100.00	\$20,000.00			\$375.00	\$75,000.00
<b>TOTAL BID</b>			<b>\$26,058.00</b>				<b>\$81,695.00</b>

UPON Motion by John Westervelt and seconded by Oscar Blalock it was unanimously

RESOLVED: to award the Asphalt and Concrete Sawing bid to the two lowest cost vendors that submitted bids, Garner Concrete Sawing and ABC Cutting Contractors with priority always given to the lowest bidder to fulfill requests. This contract may be extended for a second and third year at no changes in terms or conditions upon mutual consent of all parties.

Public Access to CCWA Properties Plan Recommendation: Mr. Guy Pihera, Water Production Department Manager updated the Board on the CCWA's Public Access Areas. CCWA operates the following facilities for public use:

- Smith Reservoir, public use area and Community Use Building
- Shamrock/Blalock Reservoirs, public use area and Community Use Building
- Shoal Creek Reservoir (limited public fishing)
- Huie Natural Treatment Area (seasonal public archery deer hunts)
- Huie Holding Pond Area (wildlife viewing)
- Newman Wetlands Center

According to the Clayton County Water Authority Law and Policy Manual section listed below, this plan must be reviewed and adopted from time to time.

#### CHAPTER 13 FACILITIES AND LAND USE

##### Section 4 Public Access to Authority Properties

The Board shall adopt a Public Access to the Properties of the Clayton County Water Authority Plan from time to time as deemed appropriate, a copy of which shall be available to the public.

User fees were last updated 1-1-2010 and no changes are requested at this time. There was some discussion regarding permissions at the some of the public access areas/locations at which the Board requested that Mr. Pihera bring some additional information before them to consider.

W.B. Casey WRF Preliminary Treatment Unit Evaluation Task Order JA-RE-12-07: The Preliminary Treatment Unit (PTU or "headworks") at the W.B. Casey Water Reclamation Facility (WRF) is in need of renovation. The PTU is fed by two force mains (from the Casey Influent Pump Station (IPS) and R.L. Jackson Pump Station (PS)). This pumped flow is a significant source of concrete corrosion at the facility and may also lead to significant cost and constructability issues related to the headworks upgrade.

Under a conventional approach, no preliminary treatment would occur while the PTU is being bypassed during rehabilitation work. CCWA has requested that preliminary engineering options be conducted to evaluate the best overall option to rehabilitate the preliminary treatment unit that minimizes costs, constructability and impacts on treatment performance.

The general objectives of this Task Order are as follows:

- Evaluate options to improve the mechanical screening in the existing PTU
- Evaluate options to improve the vacuum assisted grit pump in the existing PTU
- Prepare concept level designs and opinions of probable construction costs for four options to make improvements to the preliminary treatment system
- Coordinate and attend three site visits in the metro Atlanta area to look at installed and operating equipment
- Evaluate the hydraulic capacity of the piping to the primary clarifiers and make recommendations to increase the throughput without having to put an additional clarifier online

The projected project costs is \$114,725.00. Funding will come from the RE Funds. Project Managers for Jacobs Engineering will be Diana Jackson and Project Managers for CCWA will be Terry Moy and Jim Poff.

UPON Motion by John Chafin and seconded by Sophia Haynes, Sylvia Wright, John Westervelt, Oscar Blalock, and Marie Barber in favor and with Rodney Givens abstaining, it was

RESOLVED: to approve and authorize the Casey Headworks Preliminary Design Task Order to Jacobs Engineering in a not to exceed amount of \$114,725 and to authorize the General Manager to sign the task order.

Evaluate Systems Integration Strategy Task Order BC-RE-12-09: As part of the IT Master Plan staff identified a wide range of issues resulting from the lack of system integration between the various software applications required to maintain our daily business operations. The overall goal is to improve staff access to data and information contained in the multiple systems. In turn the results of system integration will increase operational efficiency and optimize decision making along with improved customer service.

The purpose of this Task Order is to evaluate the various software systems and determine a strategy for integration. Scope of Services will include:

- Document all systems that may require integration
- Define integration requirements
- Prioritize integration requirements
- Recommend systems integration architecture
- Develop a systems implementation strategy

The recommended solutions as part of this task order will require collaboration from all the various software stakeholders and will be accomplished through a series of workshops. The task order amount shall not exceed \$60,483.41. The funding source for the project will be the Operating Budget. Project Managers for Brown and Caldwell will be Janeane Giarrusso and for CCWA, Terry Moy and Karen Riser.

UPON Motion by John Chafin and seconded by Oscar Blalock, with Sylvia Wright, John Westervelt, Sophia Haynes, Marie Barber in favor and with Rodney Givens abstaining, it was

RESOLVED: to approve and authorize the Evaluation of Systems Integration Strategy Task Order to Brown & Caldwell in a not exceed amount of \$60,438.41 and to authorize the General Manager to sign the task order.

Stormwater Community Relations Support Task Order JA-SW-11-01Project Summary: Kevin Osbey gave an update on the SW Community Relations Support TO. At the November 2011 Board Meeting, the Board approved a Task Order to have Jacobs Engineering assist CCWA in developing and implementing a public education campaign for the Stormwater Utility. The purpose of the Task Order was to create a more effective approach of informing targeted stakeholders about key issues associated with the Stormwater program. The Plan included the establishing goals and strategies for the outreach effort; identifying primary stakeholders; assessing existing communication programs and support resources to support the plan; tailoring communication strategies; developing communication materials; and determining the identified distribution channels for reaching the primary stakeholders.

The Plan was prioritized by developing the implementation approach through defining strategies based on Critical, Primary, Secondary, and Tertiary Paths. Upon determination, several of the Critical and Primary Path items were implemented. Remaining items will be implemented in the future.

Several activities were performed and several documents were developed from this effort. The task order budget was \$66,200.00, and came in under budget at \$57,528.90 and was funded by the SW Operating Funds.

Panhandle Wetlands Pump Replacement: Panhandle Wetlands Pump Station Pump Replacement Project is an R&E project for replacement of a very large submersible pump that was approved in this current fiscal year budget request. The pump is located at this pump station because it was decided during design to reclaim it from the old Jackson

Effluent pump station that was being demolished. The overall project cost was estimated at \$117,000 more than a year ago and became the FY 2012 budget request. This job was estimated in 2010. Costs for piping modifications were erroneously low, didn't include crane services, and contingency was also not included. New estimate for this project is \$162,000. All installation services will be provided by CCWA staff or through existing annual service contracts.

Justification for this project includes the need for:

- Replacement of an almost 14 year old submersible pump that is not redundant and compatible to the other two pumps.
- Pump is so large that it will not run in automatic mode. The 860 horse power of the pump almost overwhelms the electrical grid of Central Georgia EMC.
- Pump cannot be served by on-site emergency generator because of its size. Generator is only hooked up to other two pumps.
- New pump will match other two at this location so that when pumps go down all units are available for automatic operation in any of the three locations in the wet well.
- Eliminate need for special contracted crane service for this larger pump.
- Eliminate need for manual operation and associated overtime.
- When project is completed it will provide 24/7 monitoring and automatic operation of this pump station by Shoal Creek WRF staff.

This purchase is being awarded to Xylem Water Solutions USA, Inc., the sole source provider for this Flygt pump because of the following factors:

- Pump pedestal must match other two existing pumps.
- Pump piping configuration must match other two existing pumps.
- Pump mounting and rail system must match other two existing pumps.
- Pump control/monitoring system must match other two existing pumps as existing control panel will be reused.

The purchase of this pump and completion of this project will provide us with the pumping capacity that we need during high flow situations. Staff recommends the sole source purchase of the Flygt pump to match the existing pumps at the pump station. Funding for this project will come from R&E fund (\$117,000) and the remaining amount of \$45,000 will come from Water Reclamation operating budget.

UPON Motion by John Westervelt and seconded by Sylvia Wright, it was unanimously

RESOLVED: to award the purchase of the Flygt pump to Xylem Water Solutions USA as a sole source purchase to match the existing pumps at the pump station; and to approve the project budget of \$162,000 in the R&E Fund including a budget revision of \$45,000 from the Water Reclamation operating budget.

UPON Motion by Oscar Blalock and seconded by John Westervelt, it was unanimously

RESOLVED: that the Board adjourn into executive session to discuss a personnel matter. The Board reserves the right to return to open session.

The Board returned to open session.

UPON Motion by John Westervelt and seconded Sophia Haynes, it was unanimously

RESOLVED: to approve the Executive Sessions Minutes of February 7, 2013.

UPON Motion by Sophia Haynes and seconded Sylvia Wright, it was unanimously

RESOLVED: to increase the General Managers salary by 2% based on his favorable annual review by the Board of Directors.

Mr. Thomas updated the Board on the Jonesboro Water Tank Aeration project cost. This job is currently out for bid for the installation of aerator/mixers at 4 re-pump station tanks. The original approval of the board to allocate funds had to be raised after the manufacturers who will be supplying equipment to contractors for the project increased their cost estimate. Due to some extenuating circumstances the cost for the project has increased from 1.4 million to 1.7 million.

Mr. Thomas updated the Board on the outcome of the Employee Satisfaction Survey and the plan moving forward.

Mr. Thomas informed the Board that staff visited with Clayton County to get more information on their Small Business Disparity Program. After an overview of the presentation it was decided that staff would draft a proposal to initiate a program for CCWA.



Chairperson Barber appointed John Westervelt to Chair a committee to review proposals for the Bond Refinancing Underwriting and Legal Services along with Oscar Blalock, Sylvia Wright, Mike Thomas, Carl Stephens and Karen Riser.

UPON Motion by Sophia Haynes and seconded by Rodney Givens it was unanimously

RESOLVED: to adjourn the regular session board meeting.

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

---

Walter Marie Barber, Chairperson

---

John Westervelt, Secretary/Treasurer