

## CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road  
Morrow, Georgia 30260

Regular Board Meeting  
April 11, 2013

The meeting was held at 2610 Shamrock Road, Jonesboro, Georgia 30236. Chairperson Barber called the meeting to order at 1:00 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 Elizabeth G. Armstrong; General Manager, Mike 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 Kevin Osbey, Manager of Stormwater Management to introduce himself and to give the invocation.

Approval of Agenda: Chairperson Barber asked if there were any proposed changes 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 April 11, 2013 agenda as presented.

Approval of Minutes: Chairperson Barber called for any omissions or additions to the Regular Board Meeting minutes of March 7, 2012. Hearing none, and

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

RESOLVED to approve and accept the March 7, 2013 minutes 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 February 28, 2013.

UPON MOTION by John Westervelt and seconded by Sophia Haynes it was unanimously

RESOLVED to approve and accept the January 31, 2013 financial report as presented.

Northeast WRF Chemical Tank Replacement Bid Recommendation: Chairperson Barber called on Jim Poff.

<b>Vendor</b>	<b>Bid</b>
Lakeshore Engineering , LLC	\$165,496
Allsouth Constructors, Inc.	No Bid
Sol Construction	No Bid

A bid to replace a damaged Magnesium Hydroxide storage tank at Northeast WRF was opened on March 13, 2013. All of the above vendors attended the mandatory pre-bid meeting held on February 26, 2013.

This project as designed by Jacobs Engineering consists of removing the old damaged FRP tank and replacing it with a new one including mechanical mixing. Magnesium Hydroxide is used at the plant to increase alkalinity and adjust pH. An insurance claim has been filed for the damage and some of the costs have already been recovered. Once the project is complete staff will pursue the rest of the costs incurred with our insurance carrier.

Staff recommends that we award this bid to the lowest responsive bidder Lakeshore Engineering for a cost of \$165,496. Our FY2013 budget request includes an amount of \$200,000 to fund this project.

UPON MOTION by Oscar Blalock and seconded by Sophia Haynes it was unanimously

RESOLVED to award the contract for the Northeast WRF Chemical Tank Replacement to Lakeshore Engineering, LLC in the amount of \$165,496 as outlined in the request for bid documents, contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract documents.

Casey WRF Biofilter Rehabilitation Bid Recommendation: Chairperson Barber again called on Jim Poff.

<b>Vendor</b>	<b>Bid</b>
Lakeshore Engineering , LLC	\$680,873
Mechanical Jobbers, Inc.	\$708,421
Rehab Construction Co.	No Bid
Sol Construction	No Bid
Heavy Constructors, Inc.	No Bid
PF Moon and Co.	No Bid

A bid to rehabilitate the biofilters at Casey WRF was opened on March 13, 2013. All of the above vendors attended the mandatory pre-bid meeting held on February 26, 2013.

This project consists of removing current media and replacing concrete media support system with a corrosion resistant FRP support system. Media will be reinstalled along with one foot of new media in each of the two filters. Filters will be done one at a time to keep this unit process in operation during the project. Project also includes some concrete corrosion repair at our septage receiving facility.

Staff recommends that we award this bid to the lowest responsive bidder Lakeshore Engineering for a cost of \$680,873. This project will be funded from RE 199 – Casey WRF Improvements.

UPON MOTION by John Westervelt and seconded by Rodney Givens it was unanimously

RESOLVED to award the contract for the rehabilitation of the Casey WRF Biofilter to Lakeshore Engineering, LLC in the amount of \$680,873 as outlined in the request for bid documents, contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract documents.

Hooper Reservoir Channel Dredging Bid Recommendation: Chairperson Barber called on Guy Pihera. As part of routine maintenance of the Hooper Reservoir Channel a Request for Bid was developed for the removal of up to 22,000 cubic yards of sand/sediment from the upper end of our reservoir. This removal is performed every two to three years based on sediment level measurements.

The RFB was released in February and the following bids were received:

<b>Vendor</b>	<b>Bid Amount</b>
Ray Rutledge, Inc.	Non-Responsive
River Sand Incorporated	\$174,800
Cline Corporation	\$209,800

Staff recommends rejecting all bids as all were significantly over the budget amount of \$100,000.

\*Ray Rutledge, Inc. bid was deemed non-responsive as the bid specifications required that mobilization could not be more than 5% of the total bid amount and this vendor's mobilization was at 15% of their total bid amount.

UPON MOTION by Sophia Haynes and seconded by John Westervelt it was unanimously

RESOLVED to reject all bids as all were significantly over the budgeted amount of \$100,000.

Water Tank Aeration Bid Recommendation: Chairperson Barber again called on Guy Pihera. This project consists of the installation of aeration/mixing technology in four of our ground storage tanks for the purpose of disinfection by-product reduction. This Request for Bid was developed under Task Order BC-OP-12-2 issued to Brown & Caldwell and included minimum reduction percentages with performance requirements in the bid specifications.

The RFB was released in February and the following two bids were received:

<b>Vendor</b>	<b>Equipment Bid</b>	<b>Bid Amount</b>
Utility Service Co.	Pax	\$2,177,000
Lakeshore Engineering	Solarbee	\$2,635,000

Brown and Caldwell along with CCWA Staff recommends rejecting bids due to both bids being significantly over budget the project budget and Engineer's estimate of \$1,800,000.

Staff recommends that we rebid this project based on specifications to be revised by Brown and Caldwell that are expected to result in significantly lower bid amounts.

UPON MOTION by Rodney Givens and seconded by John Westervelt it was unanimously

RESOLVED to reject and rebid this project based on specifications to be revised by Brown and Caldwell that are expected to result in significantly lower bid amounts.

Shoal Creek Dam Restoration Procurement Proposal Recommendation: A Request for Bid is being prepared by our Dam Engineer, Schnabel Engineering, to install a seepage cut off wall through a section of Shoal Creek Dam approximately 800 feet in length and up to 70 feet deep. Georgia EPD has approved the plans and proposed remediation method. Schnabel has recommended a prequalification process of contractors for this procurement due to the fact that this work is specialized in nature and for the best possible outcome needs to be performed by a contractor with such previous experience. The process will include advertising for the prequalification process and accepting prequalification package submittals from any and all contractors. The prequalification packages will be evaluated by our Engineers based on a set of specific evaluation criteria and associated points values. Contractors meeting the required minimum point value will be allowed to submit a bid based on the specifications as developed by our Dam Engineer. Award recommendation will be made to the lowest responsive responsible bidder.

CCWA staff seeks approval of this prequalification procurement process. Schnabel is currently working under a task order to provide design and bid services not to exceed \$119,500. \$900,000 is currently included in the R&E fund for construction and \$142,000 is being requested in FY 2013 Budget for construction management services.

UPON MOTION by Rodney Givens and seconded by John Westervelt it was unanimously

RESOLVED to approve and authorize staff to proceed with the prequalification process for the Shoal Creek Dam Restoration Procurement Proposal.

2013 Ford F350 with an Installed New Enclosed Utility Bed with High Roof: Chairperson Barber called on Teresa Adams. This new unit will replace Truck #1624 which is a 2002 model with 220,538 miles. Truck #1624 has a standard truck chassis with an open utility bed. The new truck will have a heavy duty chassis with an enclosed

high roof utility bed which is needed to store, transport, and secure tools and building supplies for daily operations in Facilities Maintenance.

Company Name	State Contract # SWC 90795
Wade Ford, Inc. Smyrna, GA	2013 Ford F350 Super Duty \$33,999

Request for Quotes:

Company Name	Total Amount for Enclosed Utility Bed w/ 72" High Roof and Installation
Palfleet Truck Equipment Morrow, GA	\$11,042.00
Interstate Truck Equipment, Inc. College Park, GA	\$11,505.00
Knapheide Griffin, GA	\$11,568.40

Staff recommends purchasing a new 2013 Ford F350 from the State of Georgia contract with Wade Ford, Inc. for \$ 33,999. Staff further recommends purchasing a new enclosed utility bed with 72" high roof and its installation from Palfleet Truck Equipment in the amount of \$11,042. Total Purchasing Price of Truck with Enclosed Utility Bed is \$45,041.

The purchase of the truck was budgeted at \$33,501 in the FY 2012 Approved Budget. A budget revision from General Services Dept.'s FY 2012 Operating Budget in the amount of \$11,540 will be required to cover the purchase of the enclosed utility bed.

UPON MOTION by John Chafin and seconded by Sophia Haynes it was unanimously

RESOLVED to approve and authorize staff to purchase a new 2013 Ford F350 off the State of Georgia contract with Wade Ford, Inc. for \$ 33,999; a new enclosed utility bed with 72" high roof and its installation from Palfleet Truck Equipment in the amount of \$11,042 for a total purchasing price not to exceed is \$45,041.

Proposed Change to CCWA Health Insurance Coverage for Retirees: Chairperson Barber called on Ed Durham. CCWA staff recommends that the language in our current health insurance documents be amended so that if an employee retires and moves out of state, CCWA will not incur any additional costs due to the new state of residence not offering a HMO product by our current health insurance provider. The language will be changed so that if this is the case, the employee will pay the difference between the 2 plans. We recommend that this change only apply to new retirees and not existing retirees. Employees that are nearing retirement must inform CCWA by July 1, 2013 that they will be retiring before September 1, 2013 to be protected by the current language.

UPON MOTION by John Westervelt and seconded by John Chafin it was unanimously

RESOLVED to approve and authorize the language in the current health insurance documents be amended as requested by staff.

Sanitary Sewer, Stormwater, and Watermain Repairs Annual Bid Extension Request: Chairperson Barber called on Kevin Osbey. Davidson Hydrant & Utility Services and Don Hall Construction have been under annual bid since 2010 to provide repair and replacement services for the Distribution & Conveyance Department and the Stormwater Utility. These services included the installation, repair, and replacement of sewer mains, water mains, and storm drains not only within residential development but occasionally within the confines of our plant facilities.

The current agreement is scheduled to end April 30, 2013. Over the last couple of months it was determined a new method of procurement was needed in order to more accurately describe and deliver the various tasks. These tasks are still being developed for an updated Request for Bid process.

Staff requests an extension to this agreement on a month to month basis. This agreement will be based on the terms set forth by the rates shown on the following Labor & Equipment chart by Davidson Hydrant and Don Hall Construction. This temporary extension shall not extend beyond a 6 month period (October 31, 2013) without further Board approval.

	Davidson Hydrant	Don Hall
<b>Labor</b>	<b>Hourly Rate</b>	
Superintendent	\$50.00	\$35.00
Foreman	\$34.00	\$25.00
Operator	\$25.50	\$25.00
Pipe Layer	\$21.25	\$20.00
Laborer	\$17.00	\$18.00
Labor Tax & Insurance, %	17%	20%
<b>Equipment</b>	<b>Unit Rate</b>	
78,000 # Class Excavator (Hourly)	\$180.00	\$160.00
52,000 # Class Excavator (Hourly)	\$170.00	\$150.00
45,000 # Class Excavator (Hourly)	\$110.00	\$110.00
17,000 # Class Excavator (Hourly)	\$90.00	\$65.00
10,000 # Class Excavator (Hourly)	\$65.00	\$60.00
Rubber-tired Backhoe / Loader (Hourly)	\$60.00	\$50.00
30,000 # Class Rubber-tired Loader (Hourly)	\$72.25	\$70.00
10,000# Class Loader (Hourly)	\$45.00	\$50.00
18,000 # Class Track Dozier (Hourly)	\$65.00	\$50.00
30,000 # Class Track Dozier (Hourly)	\$85.00	\$65.00
Dump Truck 33,000 GVW (Hourly)	\$34.00	\$40.00
Tandem Dump Truck 65,000 GVW (Hourly)	\$75.00	\$60.00
Utility Truck (Hourly)	\$21.25	\$25.00
Air Compressor (Daily)	\$60.00	\$45.00
Trailer (Daily)	\$55.25	\$50.00
Trench Box (Daily)	\$50.00	\$80.00
Gravel Box (Daily)	\$50.00	\$45.00
Mud Hog Pumps (Daily)	\$25.00	\$35.00
Lowboy Service (Daily)	\$500.00	\$300.00
Wacker Tamp (Daily)	\$20.00	\$20.00
Laser Beam (Daily)	\$50.00	\$35.00
Boring Machine (6" to 18") (Daily)	\$500.00	\$450.00
48" Sheep Foot Tamp (Daily)	\$200.00	\$150.00
Bypass Pump (4" or larger) (Daily)	\$500.00	\$300.00
42,000# Hydra-Hammer (Daily)	\$1,500.00	\$550.00
Equipment & Labor Overhead, %	13%	10%
<b>Equipment Rental</b>		
Overhead Charges for Rentals	10%	15%
<b>Supplied Materials</b>		
Overhead Charges for Supplied Materials	10%	15%



UPON MOTION by John Chafin and seconded by Oscar Blalock it was unanimously

RESOLVED to approve and authorize the staff's request of an extension to this agreement on a month to month basis based on the terms set forth by the rates shown on the Labor & Equipment chart for a not to exceed period of 6 months (October 31, 2013) without further Board approval.

Contract Renewal for ADS Environmental Services Flow Monitoring & Data Analysis: Chairperson Barber called on Bernard Franks. The CCWA has been under contract with IDEX/ADS for several years for the provision of flow monitoring and data analysis for the collection of data related to billing of wastewater fees. This data is collected at sites where the CCWA receives wastewater from and/or transports wastewater to neighboring jurisdictions. For billing accuracy and maintenance of these devices we decided to contract these services to ADS Environmental Services.

This contract renewal will be changed to a monthly agreement and not to exceed 12 months beginning on May 1, 2013. There are currently eight sites being monitored and one of which is in the Yorktown area of College Park. This meter is being billed on a monthly basis to the City of College Park by CCWA. This contract renewal also includes a \$2,000.00 fee for annual support/updates of software used by the CCWA to view data on-line through ADS. In the past our options were limited to ADS as a contractor; extending the contract on a month to month basis will allow us an opportunity to get more competitive pricing and to perhaps add capacity studies as an option.

It is our recommendation that CCWA contract with IDEX/ADS Environmental Services on a month to month basis, not to exceed a 8 month period starting May 1, 2013 through December 31, 2013.(with the same terms and conditions) This is for the monitoring, equipment servicing, and data reporting services for eight wastewater metering stations. Our goal is to send this Contract out for bid within this 12 month period. This contract renewal along with the monthly fee has not increased over FY 2010. The contract renewal amount will not exceed \$65,744.00 of which the CCWA portion will be \$57,776.00 (net after billing the City of College Park)

Levels of Service Update: Chairperson Barber called on Mike Thomas. CCWA staff developed Levels of Service as part of our 2010 Strategic Master Plan and implemented these in 2012. Levels of Service specifically define the service level we desire to provide to our customers and stakeholders. Each Level of Service has an associated performance target that we monitor each month, quarter or year.

Our performance in these areas provide feedback used in the budgeting process on where we need to focus our resources. For example, if we are not meeting our metric of less than 3% abandoned calls in the Call Center we may need to hire additional staff or implement enhanced technology to better serve our customers and achieve our desired Level of Service.

Mr. Thomas provided an overview of the performance for the 2012 calendar year and identified the implications for our FY13 budget.

Strategic Master Plan Status Report and Update: CCWA has used master planning to guide operations since the 1960's. This broader perspective process has helped to make sure that future needs are proactively addressed.

Our ten year 2010 Strategic Master Plan and our recently completed five year IT Master Plan have been prepared to help identify the longer and broader term needs of the Authority. The current master plans were prepared to help to address infrastructure asset management, increasingly stringent regulatory compliance, the impacts of drought/water conservation measures, stakeholder interests and manage the use of technology to optimize operations. Mr. Moy also provided an overview of our pipeline asset management program as it relates to the Master Plan

Due to time constraints, Chairperson Barber suggested a recess.

UPON MOTION by Sophia Haynes and seconded by John Westervelt it was unanimously

RESOLVED to recess the meeting at 4:30 p.m. and reconvene at 9:00 a.m. Friday morning April 12, 2013.

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Walter Marie Barber, Chairperson

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John Westervelt, Secretary/Treasurer