

CLAYTON COUNTY WATER AUTHORITY
1600 Battle Creek Road
Morrow, Georgia 30260
Regular Board Meeting
August 7, 2014

The meeting was held at 1600 Battle Creek Road, Morrow, Georgia, 30260. Chairperson, Marie Barber called the meeting to order at 1:30 p.m.

Present at the meeting were: Marie Barber, Chairperson, Vice Chairman, Oscar Blalock, Secretary/Treasurer, John Westervelt, Board Members, John Chafin, Rodney Givens, Sophia Haynes, (Elizabeth G. Armstrong was out of the country and attended via conference call), General Manager, Mike Thomas, Kevin Osbey, Assistant General Manager, Jim Poff, Assistant General Manager, Steve Fincher, Legal Counsel, Cary Santoyo, Executive Coordinator and other CCWA staff and visitors.

Chairperson, Marie Barber introduced and called on Pearla Glanton, Office Assistant to the Program Management Engineering Department, to give the invocation.

Approval of Agenda: Chairperson, Marie Barber for a motion to adopt amended Agenda with the deletion of Item G. HQ Building Construction Project Summary.

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

RESOLVED to accept and approve the August 7, 2014 agenda as amended.

Approval of Minutes: Chairperson, Marie Barber called for any omissions or additions to the minutes of the Regular Board Meeting minutes of July 10, 2014.

UPON MOTION by Oscar Blalock and seconded by Elizabeth Armstrong, it was unanimously

RESOLVED to approve and accept the Regular Board Meeting Minutes of July 10, 2014 as presented.

Financial and Statistical Report: Chairperson, Barber called on Mike Thomas, General Manager, to give the financial report. Mr. Thomas reviewed the financial information distributed to the Board for the period ending June 30, 2014.

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

RESOLVED to approve and accept the Financial Report as presented.

Recognition: Chairperson, Barber called Kevin Osbey, Assistant General Manager, to present the Recognition item. The Georgia Association of Water Professionals (GAWP) presented the CCWA Stormwater Section with the Water Resources/ Stormwater Project of Excellence award for East Jesters Creek Phase 4 Nature Preserve & Stream Restoration. Mr. Osbey presented Rick Brownlow, of CH2MHill and Water Resources Engineer, Shayla Nealy with the awarded plaque.

ARC Flash Protection Task Order Summary: Marshall Maddox, General Service Manager, presented the Board with the ARC Flash Protection Task Order Summary. Mr. Maddox explained to the Board that Brown and Caldwell Engineering provided an Electrical Distribution System Evaluation Report to include a short circuit study, a protective device coordination study and an Arc Flash Analysis study for the JW Smith WPP, and Shoals Creek WRF.

SCADA Server and Software Task Order Recommendation: Marshall Maddox, General Service Manager, presented the SCADA Server and Software Upgrades Task Order #1 Recommendation. Mr. Maddox advised the Board that CCWA has recommended MR Systems, Inc. for the purpose of upgrading CCWA's SCADA and Process Control System Integration Services awarded at the past May 2014 Board Meeting. These upgrades will be phased in over the next three (3) to five (5) years starting with "SCADA Server, Software Upgrades, Thin Manager and Thin Clients". Marshall Maddox further explained to the Board that MR Systems will upgrade the HMI software to the latest version, and upgrade the various application configurations to provide uniform operations throughout CCWA's facilities. These upgrades will provide CCWA with the ability to operate and maintain their SCADA software efficiently and effectively.

Mr. Maddox further advised the Board that a Master Services Agreement (MSA) was executed with MR Systems, Inc. for the contract period of July 1st 2014 to June 30th 2017. The MSA will include six (6) Capital Projects and Maintenance Task Orders, the task orders include installation of new SCADA server hardware, network switches, and firewalls with the same contract hourly rates, equipment markup and subcontractor markup.

Staff recommends SCADA Server and Software Upgrades Task Order #1 under our Master Service Agreement dated July 1, 2014 based on estimated time, hourly rates and materials to

MR Systems, for the not to exceed amount of \$1,064,439.71, in addition CCWA will purchase servers, switches, and firewalls for this project to stay consistent with the operating environment under state contract for a not to exceed amount of \$185,000.

UPON MOTION by Rodney Givens and seconded by John Chafin, it was unanimously

RESOLVED to award MR Systems Task Order #1 under the Master Service Agreement for the not to exceed amount of \$1,064,439.7 and to authorize the General Manager to sign the Task Order. The award also authorizes CCWA to purchase servers, switches and firewalls for this project under state contract for a not to exceed amount of \$185,000.

SCADA Services During Construction Task Order Recommendation: General Service Manager, Marshall Maddox, presented the Board with the SCADA Services During Construction Task Order BC-RE-14-04 Recommendation. Mr. Maddox advised the Board that the Authority would need assistance to manage and oversee SCADA Task Order #1 with MR Systems for installation of new SCADA server hardware, network, switches and firewalls. Marshall Maddox explained to the Board that MR Systems would provide the software peripherals, and automation hardware for nine different Water and Wastewater facilities. Brown and Caldwell Engineering staff would provide services during construction for this project, with twenty percent (20%) of the work being completed by sub-contractor, Global Control Systems, a Disadvantage Business Enterprise (DBE).

Deliverables:

- Meeting minutes from the pre-construction meeting will be prepared and distributed to CCWA and the contractor.
- Monthly Progress Reports (up to twelve).
- Review payment requests and provide written recommendation for payment (up to twelve), including change order review and recommendations.
- One final change order document, including documentation of changes during monthly pay application reviews.
- Review up to twelve (12) submittals/resubmittals and corresponding responses. Provide documentation of submittal review and response within five business days.

CCWA staff recommends to award Brown & Caldwell Task Order BC-RE-14-04 to provide Engineering Services During Construction for time and expense basis for a not to exceed amount of \$139,151.00.

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UPON MOTION by Rodney Givens and seconded by Elizabeth Armstrong, it was unanimously

RESOLVED to approve Brown & Caldwell Task Order BC-RE-14-04 to provide SCADA Engineering Services During Construction with a maximum not to exceed amount of \$139,151.00 without prior written approval from CCWA and to authorize the General Manager to sign the contract.

Ductile Iron Pipe Bid Recommendation: Distribution and Conveyance Manager, Bernard Franks, presented the Board with CCWA staff recommendation to award the Ductile Iron Pipe bid to U.S. Pipe & Foundry based on the unit pricing as shown on the table below for the period from September 1, 2014 to August 31, 2015. All purchases will be on an “as needed when needed basis” with no guarantee of minimum or maximum quantities. The bid may be renewed annually for a second and or third year with no changes to terms or condition.

**Clayton County Water Authority
Ductile Iron Pipe
Bid Recommendation
August 2014**

Vendor	Total Bid
U.S. Pipe & Foundry Birmingham, AL 35244	\$561,703.47
American Ductile Iron Birmingham, AL 35202	\$722,981.66

Ductile Iron Pipe will be purchased by means of the operating budget and various RE projects as budgeted for FY 2014.

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2014 DUCTILE IRON PIPE-BID TABULATION

ITEM	Estimated Quantity	Unit of Measure	American Cast Iron Pipe			US Pipe & Foundry	
			PRICE per FOOT ADD/DEDUCT FOOT		TOTAL	PRICE per FOOT ADD/DEDUCT FOOT	TOTAL
			Add	Deduct		Add	
6" DIP – S CLASS 51	5,000	Feet		14.87	\$ 74,350.00	11.16	\$ 55,800.00
6" DIP – P CLASS 350				(1.75)		(1.08)	
6" RESTRAINED JOINT	100	Feet		7.81	781.00	4.73	473.00
8" DIP – S CLASS 50	15,000	Feet		17.96	269,400.00	14.31	214,650.00
8" DIP – P CLASS 350				(1.56)		(0.99)	
8" RESTAINED JOINT	100	Feet		10.12	1,012.00	6.15	615.00
10" DIP – S CLASS 50	100	Feet		23.70	2,370.00	18.90	1,890.00
10" DIP – P CLASS 350				(2.61)		(1.83)	
10" RESTRAINED JOINT	20	Feet		12.44	248.80	7.56	151.20
12" DIP – S CLASS 50	2,000	Feet		30.26	60,520.00	24.04	48,080.00
12" DIP – P CLASS 350				(3.21)		(2.17)	
12" RESTRAINED JOINT	100	Feet		16.36	1,636.00	9.94	994.00
16" DIP – S CLASS 50	2,000	Feet		43.60	87,200.00	35.32	70,640.00
16" DIP – P CLASS 20				(4.84)		(3.87)	
16" RESTRAINED JOINT	100	Feet		28.94	2,894.00	17.57	1,757.00
18" DIP – S CLASS 50	100	Feet		51.28	5,128.00	40.67	4,067.00
18" DIP – P CLASS 250				(6.41)		(4.35)	
18" RESTRAINED JOINT	50	Feet		40.38	2,019.00	25.52	1,276.00
20" DIP – S CLASS 50	100	Feet		57.54	5,754.00	46.27	4,627.00
20" DIP – P CLASS 250				(4.47)		(3.62)	
20" RESTRAINED JOINT	50	Feet		40.38	2,019.00	24.52	1,226.00
24" DIP – S CLASS 50	1,000	Feet		74.18	74,180.00	58.60	58,600.00

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24" DIP – P CLASS 200	100	Feet		(9.49)		(7.25)	
24" DIP – P CLASS 250				(2.60)		(1.45)	
24" RESTRAINED JOINT				56.00	5,600.00	34.01	3,401.00
30" DIP – S CLASS 50	90	Feet		109.11	9,819.90	87.27	7,854.30
30" DIP – P CLASS 150				(13.17)		(10.46)	
30" DIP – P CLASS 200				(3.39)		(2.66)	
30" RESTRAINED JOINT	36	Feet		64.36	2,316.96	50.62	1,822.32
36" DIP – S CLASS 50	90	Feet		145.26	13,073.40	115.73	10,415.70
36" DIP – P CLASS 150				(16.06)		(12.73)	
36" DIP – P CLASS 200				(4.32)		(3.38)	
36" RESTRAINED JOINT	36	Feet		73.50	2,646.00	63.75	2,295.00
42" DIP – S CLASS 50	36	Feet		183.73	6,614.28	146.72	5,281.92
42" DIP – P CLASS 150				(20.50)		(15.40)	
42" DIP – P CLASS 200				-		-	
42" RESTAINED JOINT	36	Feet		86.77	3,123.72	65.83	2,369.88
48" DIP – S CLASS 50	20	Feet		238.70	4,774.00	205.51	4,110.20
48" DIP – P CLASS 150				(18.00)		(16.18)	
48" DIP – P CLASS 200				5.53		4.83	
48" RESTRAINED JOINT	20	Feet		104.61	2,092.20	73.80	1,476.00
60" DIP – S CLASS 150	20	Feet		336.66	6,733.20	292.73	5,854.60
60" DIP – P CLASS 200				35.43		31.54	
60"RESTAINED JOINT			20	Feet		153.41	3,068.20
TOTAL HDPE					\$ 649,373.66		\$ 511,870.92

2014 DUCTILE IRON PIPE - BID TABULATION						
STAINLESS STEEL SEGMENT GASKETS		American Ductile Iron Pipe			US Pipe & Foundry	
SIZE	Estimated Quantity	Unit Price	TOTAL (Extended Price)	Unit Price	TOTAL (Extended Price)	
6"	25	90.99	\$ 2,274.75	59.76	\$ 1,494.00	
8"	45	123.24	5,545.80	80.95	3,642.75	
10"	25	154.95	3,873.75	101.77	2,544.25	
12"	25	178.97	4,474.25	117.56	2,939.00	
16"	25	415.00	10,375.00	272.58	6,814.50	
18"	15	501.42	7,521.30	329.34	4,940.10	
20"	15	579.79	8,696.85	380.82	5,712.30	
24"	15	804.86	12,072.90	528.65	7,929.75	
30"	10	1,877.34	18,773.40	1,381.59	13,815.90	
Total STAINLESS STEEL SEGMENT GASKETS			\$ 73,608.00		\$ 49,832.55	
TOTAL BID AMOUNT			\$ 722,981.66		\$ 561,703.47	
Current freight allowance per net ton for truck rate of 40,000 lb. minimum:			\$ 70.61		\$ 847.00	
			SMRC Rates plus applicable fuel surcharges		Per truckload	

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

RESOLVED to approve staff recommendation and award the Ductile Iron Pipe bid to U.S. Pipe & Foundry based on unit pricing for the period of September 1, 2014 to August 31, 2015 on "as needed when needed basis". The bid may be renewed annually for a second and/or third year at no change in terms or condition except as set forth in the bid document.

Jet Truck Replacement Recommendation: Distribution and Conveyance Manager, Bernard Franks, presented the Board with staff recommendations for purchasing 1 new- 2014 Vactor Ramjet Sewer Cleaning Truck with options as stated below for the amount of \$207,908.29 under State Contract #999-SPD-0000102.

State Contract - Vendor	State Contract	Make/Model
Enviromental Products of Georgia	\$203,770.29	Vactor Ramjet Sewer Cleaning Truck 2014 V-serious ram Jet 1500

Options included under state contract:

- Vactor Nozzle kit (5 nozzles) = \$2,448.00
- Grease Release Monitoring System with installation= \$1,690.0

These items will be used to inject a grease solvent to dissolve grease build-up and to effectively break any stoppage that may occur. Funding for the purchase including options is \$207,908.29 which is \$2,092.00 under budget, approved in the FY 2014 Capital Budget.

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

RESOLVED to approve staff recommendation to purchase one (1) New 2014 Vactor Ramjet Sewer Cleaning Truck with options from Environmental Products of Georgia for the amount of \$207,908.29 under State Contract#999-SPD-0000102.

JDE and IBM Support Services Proposal Recommendation: Information Technology Director, Dan Holverson, presented the Board with the JDE and IBM Support Services Proposal Recommendation. Mr. Holverson updated the Board on what CCWA was looking for in the selection of a firm. Mr. Holverson explained that which- ever firm we choose to hire would have to provide monitoring, and technical support for JD Edwards (JDE) applications, monitoring, and operating support for the IBM system, and development support as needed for both.

Dan Holverson further advised the Board and explained that our current system is used 24x7- whether it is users directly accessing the system, processing jobs, or completing system clean up tasks, almost all of these activities need to take place outside our normal business hours. Mr. Holverson stressed to the Board the need for both technical and monitoring coverage 24/7, in order to provide good service to CCWA end users, we need to provide monitoring coverage to match the use of the system. IT Director, Dan Holverson further updated the Board by explaining that by engaging with outside resources that do this technical and monitoring tasks as their primary job function, we can capitalize on their knowledge, reducing the time to

perform tasks and avoiding issues that may impact system performance and availability. These firms would also work outside of CCWA's normal business hours to minimize impact to the users, and system downtime. An RFP was formulated to solicit qualified firms detailing our requirements.

Scoring Results-Monitoring Scoring:

- | | |
|---------------------------------|----------|
| • GSI Inc. | 86.02 |
| • ERP Suites | 83.67 |
| • CSS International Inc. | 80.25 |
| • PCM-G | 78.97 |
| • Velocity Technology Solutions | Withdrew |

Scoring Results-Services Scoring:

- | | |
|---------------------------------|----------|
| • GSI Inc. | 95.88 |
| • ERP Suites | 94.92 |
| • PCM-G | 92.23 |
| • CSS International Inc. | 77.25 |
| • Velocity Technology Solutions | Withdrew |

After reviewing our needs and completing the RFP evaluation process, staff recommends award of JDE/IBM Monitoring Services to GSI Inc. in the amount of \$7,450.00 per month and also to award Development Services to GSI Inc. and ERP Suites at the amount of \$135.00 per hour for any authorized tasks or projects and not more than \$125,000 in development services for the fiscal year. Funding sources are allocated as part of FY 2014 Operating Budget for Information Technology.

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

RESOLVED to approve staff recommendation to award JDE/IBM Monitoring Services to GSI Inc. in the amount of \$7,450.00 per month, and award Development services to both GSI Inc. and ERP Suites at the amount of \$135.00 per hour for any authorized tasks or projects and not more than \$125,000 in development services for the fiscal year for the initial term of twelve (12) months, with the option to extend up to four (4) twelve (12) months renewal terms with no changes in price, terms and condition and to authorize the General Manager to sign the contract. Vote passed 6 – 1, Ms. Armstrong voted against the motion.

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General Service Building Proposal: Information only. General Manager, Mike Thomas, presented the Board with the General Service Building Proposal. Mike Thomas addressed the Board with two options for developing new office, shop and storage space for CCWA's General Services maintenance staff. Option one; the construction of a scaled down facility on existing CCWA property. Option two; the purchase and rehabilitation of an existing commercial building on South Main Street in Jonesboro. Mr. Thomas advised the Board that both options have their advantages and disadvantages and are similar in cost.

Jeff Robinson, from Jeff Robinson & Associates Architectural firm, stepped up to the podium and addressed the Board with his evaluation of both options. Mr. Robinson updated the Board on how purchasing and rehabilitating an existing building would mean a lower initial investment cost, but on the downside, Mr. Robinson explained that CCWA could also run the risk of unforeseen work, higher operating cost and shorter life of the building. Mr. Robinson further advised the Board on the advantages of constructing a new building. New construction would mean certainty on investment, lower operating cost, longer life, and an optimized design layout to meet CCWA's functional objectives. Mr. Robinson also advised the Board that the downside to new construction would mean an overall higher investment cost.

The Board advised staff to proceed with development of design services for a scaled down new construction option.

Recognition of Guy Pihera's Retirement: Information only. General Manager, Mike Thomas, presented the Board with a repertoire of Guy Pihera's career at CCWA. Mr. Thomas updated the Board on Guy's first day on the job, which was when hurricane Alberto hit Clayton County, it rained for two consecutive days. Mr. Thomas went over the various positions Mr. Pihera had in the course of his 20 year career at CCWA and presented Guy with a plaque for his 20 years with CCWA. Guy advised the Board of the many positive changes he had seen in his 20 years at CCWA, such as adding UV disinfection to all of the CCWA water production plants. The renovation of the Terry R Hicks, Hooper, J.W. Smith plants, and computerized SCADA and business process.

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

RESOLVED to go into Executive Session to discuss personnel and land matters.

The Board returned from Executive Session to Open Session:

UPON MOTION by Rodney Givens and seconded by Oscar Blalock, it was unanimously

RESOLVED to approve the Executive Session Minutes of August 7, 2014.

Updates from the Board Members and General Manager: General Manager, Mike Thomas, updated the Board on the Fort Gillem and Forest Park Urban Re-Development Inter-Governmental Agreement. Mr. Thomas presented the draft terms of agreement as outlined below.

- URA/City will pay a fee of \$1,500 per acres as property on the site is sold
- The URA/City has sold 250 acres of Kroger, so they will pay CCWA \$375,000 within 30 days of execution of this agreement;
- The URA/City will pay CCWA a sum of \$1,500 per acre for the sale of any land within this site within 30 days of the sale;
- The water trunk line and sewer line A will be completed within 8 months of the execution of this agreement;
- CCWA will complete construction of any other necessary and agreed upon sewer infrastructure within 12 months of the request;
- The URA/City will pay CCWA any unpaid balance for the water trunk line and sewer lines no later than July 31, 2016;
- CCWA will keep records of all costs associated with of the infrastructure improvements and the fee owed by the URA/City will be adjusted accordingly;
- \$1,500,000 set aside in R&E Fund
- Recommend approval for General Manager to sign agreement as long as terms don't change substantially
- Recommend any funds paid by Forest Park under this agreement be returned to R&E fund for other capital projects

UPON MOTION by Sophia Haynes and seconded by Rodney Givens, it was unanimously

RESOLVED to approve the draft terms for Memorandum of Agreement.

Update on Impact Fees provided by General Manager, Mike Thomas. Mr. Thomas asked the Board for approval on re-wording the current policy on impact fees as follows:

The Board has the discretion to temporarily suspend impact fees for industries that meet the following criteria, \$25 million new investment, 50 new jobs, and over 200,000 gpd of projected usage.

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

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RESOLVED to approve new board policy on Impact Fees. Vote passed 5 – 2, with Mr. Chafin and Ms. Armstrong voting against the motion.

UPON MOTION by Rodney Givens and seconded by Oscar Blalock, 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