

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260
Regular Board Meeting
November 6, 2014

The meeting was held at 1600 Battle Creek Road, Morrow, Georgia 30260. 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 and Elizabeth G. Armstrong, General Manager, Mike Thomas, Bernard Franks, Assistant General Manager, Jim Poff, Assistant General Manager, Michael Williams, Fincher Denmark & Williams seating in for Steve Fincher, Legal Counsel, Cary Santoyo, Executive Coordinator and other CCWA staff and visitors. Board Member Sophia Haynes was absent.

Chairperson, Marie Barber introduced and called on John Patterson, Water Production Plant Supervisor, to give the invocation.

Approval of Agenda: Chairperson Barber asked for a motion to approve the agenda as presented.

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

RESOLVED to accept and approve the November 6, 2014 agenda as presented.

Approval of Minutes: Chairperson Barber called for any omissions or additions to the minutes of the Regular Board Meeting of October 2, 2014, and the amended Regular Board minutes of September 4, 2014.

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

RESOLVED to accept and approve the Regular Board Meeting Minutes of October 2, 2014 as presented, and to accept and approve the amended Regular Board minutes of September 4, 2014.

Financial and Statistical Report: Chairperson Barber called on Allison Halron, Finance Director, to give the financial report. Mrs. Halron reviewed the financial information distributed to the Board for the period ending September 30, 2014.

UPON MOTION by John Westervelt and seconded by Oscar Blalock, it was unanimously
RESOLVED to approve and accept the Financial Report as presented.

Recognition: Assistant General Manager, Bernard Franks introduced Mike Holt, WB Casey WRF Supervisor, Mr. Franks presented Mike Holt with The Georgia Water Environment Federation (GWEF) Safety award, the award was initially called the George W. Burke Safety Award, and has since been renamed the GWEF Safety award. The Georgia Association of Water Professionals recognizes utility plants for their safety programs and awarded WB Casey WRF for their program.

Bernard Franks recognized Mr. Jeff Jones for his recent promotion to Distribution and Conveyance Department Manager. Mr. Franks also presented Charles Ecton, Distribution and Conveyance Compliance Specialist, with the 2014 Collection System Gold Award. Bernard Franks advised the Board that in order to receive this award utilities must be able to achieve a quantitative score of 95% or higher for their collection system process and CCWA received a score of 98.8%, CCWA has won this award for five years in a row.

Chairperson Marie Barber, called on Program Management and Engineering Department Manager, Terry Moy to present the Master Plan Spotlight Award. Mr. Moy presented Kelly Taylor with the Georgia Association of Water Professionals Master Plan Spotlight Award recognizing excellence in Master Planning for the Authority's 2010 Strategic Master Plan. Mr. Moy also recognized Kelly Taylor's promotion to Program Management and Engineering Department Manager, once he retires.

Tree Removal Services Bid Recommendation: Stormwater Program Manager, Kevin Osbey presented the Tree Removal Services Request for Bids. Mr. Osbey advised the Board that on occasions, CCWA needs the services of an experienced and qualified tree removal company to perform trimming, cutting and removal, along with the clearing and removal of brush. Kevin Osbey further advised the Board that although the selected contractor(s) would primarily perform work for CCWA's Distribution and Conveyance & Stormwater Departments, CCWA could also utilize their

work for other areas as well. CCWA staff conducted a non-mandatory pre-bid meeting on September 6, 2014 and bids were opened on October 7, 2014.

CONTRACTOR	TOTAL BID AMOUNT
TREE WORKS	\$81,990.00
CASEY TREE EXPERTS	\$157,160.00
RHINO SERVICES INC.	\$183,060.00
PRO TREE INC.	\$1,328,045,000.00

The Pro Tree Inc. bid amount is not a typo, the contractor misunderstood a bid item that required a square foot unit price and mistakenly thought it was a lump sum price, which resulted in the abnormal amount above. CCWA staff recommends awarding the Annual Contract for Tree Removal Services to Tree Works which was the lowest responsive bidder as primary contractor. Staff also recommends award to Casey Tree Experts as the secondary contractor. The contract will be in effect for a period of one year starting on January 1, 2015, staff recommends the option to extend the contract for a second and or third year at the same terms and condition if both parties agree.

The primary funding source will be from the Water and Sewer Operating Budget, Stormwater Utility Budget, or a specific Capital Project. Work will be assigned on an “as needed-when needed basis” with other departments using their services on occasion when needed.

**Clayton County Water Authority
Annual Contract for Tree Removal Services**

No.	Work Item	Detail	Unit	Tree Works	Casey Tree Experts	RHINO SERVICES	Pro Tree Inc.
				Bid Amount	Bid Amount	Bid Amount	Bid Amount
1	Emergency Mobilization		EA	450.00	500.00	0.00	250.00
2	Tree Cutting and Removal	Removal of trees 4" to 8" DBH	EA	94.00	60.00	168.00	100.00
3		Removal of trees > 8" to 16" DBH	EA	188.00	300.00	336.00	175.00
4		Removal of trees > 16" to 24" DBH	EA	376.00	480.00	560.00	275.00
5		Removal of trees > 24" to 32" DBH	EA	564.00	800.00	784.00	350.00

6		Removal of trees > 32" DBH	EA	752.00	1200.00	893.00	450.00
7	Tree Stump Grinding and Removal	Stump Grinding 4" to 8" DIA	EA	10.00	20.00	24.00	16.00
8		Stump Grinding > 8" to 16" DIA	EA	20.00	40.00	48.00	36.00
9		Stump Grinding > 16" to 24" DIA	EA	40.00	70.00	80.00	48.00
10		Stump Grinding > 24" to 32" DIA	EA	60.00	110.00	112.00	64.00
11		Stump Grinding > 32" DIA	EA	80.00	130.00	128.00	64.00
12	Tree Trimming and Removal	Tree Trimming up to 4" DIA	EA	47.00	40.00	56.00	35.00
13		Tree Trimming > 4" to 8" DIA	EA	94.00	60.00	84.00	60.00
14		Tree Trimming > 8" to 16" DIA	EA	188.00	80.00	168.00	85.00
15		Tree Trimming > 16" to 24" DIA	EA	376.00	100.00	280.00	110.00
16		Tree Trimming > 24" DIA	EA	564.00	120.00	336.00	150.00
17	Mechanical Bush Hogging/Brush Clearing	Areas Less that 5,000 S.F.	SF	0.04	0.18	0.15	1500.00
18		Areas between 5,001 S.F. to 20,000 S.F.	SF	0.03	0.16	0.15	2500.00
19		Areas between 20,001 S.F. to 40,000 S.F.	SF	0.02	0.15	0.15	3500.00
20		Areas greater than 40,001 S.F.	SF	0.01	0.14	0.15	4500.00
21	Manual Brush Clearing and Removal	Areas Less that 5,000 S.F.	SF	0.25	0.36	0.65	3500.00
22		Areas between 5,001 S.F. to 20,000 S.F.	SF	0.23	0.32	0.65	4500.00
23		Areas between 20,001 S.F. to 40,000 S.F.	SF	0.2	0.30	0.65	5500.00
24		Areas greater than 40,001 S.F.	SF	0.18	0.28	0.65	6500.00
25	Tree Inventory & Surveying	Consultation Services	HR	30.00	75.00	45.00	50.00

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

RESOLVED to approve staff recommendation to award the Annual Contract for Tree Removal Services to Tree Works as primary contractor and Casey Tree Experts as the secondary contractor based on the unit price items listed above pending approval of bonds and insurance and to authorize the General Manager to sign the contracts. The contracts will be for one year with the option to renew each contract for a second and third year at the same terms and conditions if both parties agree.

Huie Site Timber Sales Bid Recommendation: WB Casey WRF Department Manager, Chris Hamilton, presented the Board with the CCWA Forest Management Plan Timber Sale on the E.L. Huie and Woolsey Road Property Tracts Bid Recommendation. It is the intention of CCWA to award the timber sale to the highest responsive bidder, as shown on the table below.

Timber Buyer	Management Units	Sale Value	Sale Type
Jordan Forest Products	20W, 20E – Site A	\$78,223.00	Lump-Sum
Jordan Forest Products	3E, 5D, 5E – Site B	\$260,505.00	Lump-Sum
Jordan Forest Products	5B, 6D, 6E – Site C	\$249,060.00	Lump-Sum
Jordan Forest Products	Woolsey Rd Thinning- Site D	\$183,684.00	Per ton advance

Sale Unit	Woolsey	\$/ton Jordan	Jordan
718	Tons		Total Value
Pine Pulpwood	10,652.00	\$7.25	\$77,227.00
Super Pulpwood	2,000.00	\$14.80	\$29,600.00
Pine Chip-n-saw	4,100.00	\$17.80	\$72,980.00
Pine Sawtimber	9,603.00	\$29.80	\$286,169.40
Hardwood Pulp	13,332.00	\$6.80	\$90,657.60
Pallet	1,696.00	\$15.50	\$26,288.00
Cross Ties	3,196.00	\$23.00	\$73,508.00
Oak Sawtimber	3,217.00	\$28.00	\$90,076.00
Poplar Sawtimber	540.00	\$32.00	\$17,280.00
Fuelwood	3,128.00	\$0.50	\$1,564.00
Total	51,464.00		\$765,350.00
			\$306,140.00
		Advance	\$183,684.00

Mr. Hamilton explained to the Board that as part of the CCWA 2010 Timber Management plan several units were identified for the 2014 harvesting and reforestation project. Mr. Hamilton advised the Board

that a portion of proceeds from this timber sale would be used for the reforestation of harvested areas as part of CCWA's land management strategy plan. Mr. Hamilton further advised the Board that CCWA staff recommends setting aside all proceeds from this timber harvesting for the purposes of reforestation, management, and improvements to CCWA's public recreation facilities. Staff recommends accepting the high bids from Jordan Forest Products for the Huie Site lump sum sales at Harvest Site A, B, and C. and the Woolsey Rd thinning-site

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

RESOLVED to approve staff recommendation and award the Huie Site Timber Sales Bid Recommendation to Jordan Forest Products for all three lump-sums, site A. \$78,223.00, site B. \$260,505.00, site C. \$249,060.00 and the per unit price for the Woolsey Rd thinning-site D. listed above and to authorize the General Manager sign the contract.

Shoal Creek WRF Influent Pump Station Rehab Project Summary: Chris Hamilton, WB Casey WRF Department Manager, presented to the board the Shoal Creek WRF Influent Pump Station Rehabilitation Project Summary. Mr. Hamilton updated the Board and advised that after a routine inspection of the Shoal Creek WRF Influent Pump Station, CCWA staff had identified substantial concrete corrosion. Mr. Hamilton further explained to the Board that this corrosion was caused by the conversion of hydrogen sulfide gas to sulfuric acid inside the influent pump station's wet well. An evaluation was performed by CCWA staff with the assistance of Jacob's Engineering and it was determined that the influent pump would require extensive rehabilitation.

A notice to proceed was issued to Lakeshore Engineering on March 13th, 2013 for a contracted amount of \$627,521.00. Lakeshore completed the job for \$605,343.50, final overall cost including design and inspection was \$680,108.50 from the \$900,000 budgeted. Project completion date was October 15th, 2014.

Rum Creek Pump Station Rehabilitation Design Task Order: Marshall Maddox, General Service Manager, presented the Rum Creek Lift Station Upgrade Design Task Order #JA-RE-14-10 to the Board. Mr. Maddox advised the Board by explaining that the purpose of the task order was to provide specifications and drawing package to define the work associated with the proposed upgrades to Rum Creek Lift Station. The scope and general description of work to be performed on this task order include; preliminary design services, final design, bid phase, and document management. Staff recommends to approve and award the Upgrade Design Task Order #JA-RE-14-10 to Jacobs Engineering Group for Professional Engineering Services on a time and expense basis for the amount of \$172,850.00, funding for the task order will come from the Renewal and Extension fund.

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

RESOLVED to approve and award the Rum Creek Lift Station Upgrade Design Task Order #JA-RE-14-10 to Jacobs Engineering in the not to exceed amount of \$172,850.00 and for the General Manager to sign the task order.

Cured-In-Place Pipe Amendment to Contract: Program Management and Engineering, Terry Moy, presented the Annual Contract for Cured-In-Place-Pipe Rehabilitation Contract Amendment No. #1 to the Board. Mr. Moy updated the Board by giving some background on Cured-In-Place Pipe (CIPP), Mr. Moy explained that CIPP is the most common trenchless technology used by CCWA for pipeline rehabilitation. Terry Moy further explained to the Board that the current annual service contract in place uses CIPP for both sanitary and stormwater pipe work from 4-inch to 108-inch diameter, but does not include 27-inch size. Mr. Moy further advised the Board that the current contract is authorized for one year with two additional one year extensions, with mutual consent and no changes to terms or condition. CCWA staff worked with the contractor to submit and negotiate pricing for the needed items and has received competitive and comparable prices as shown in the tables.

Description	Proposed Amendment No. 1
Type A silt fence	\$3/LF
Type C silt fence	\$4/LF
Sod	\$1-2/SF*

*\$1/SF (>500SF), \$2/SF (<500SF)

Description	Proposed Amendment No. 1
27-inch Diameter Liner (12mm base thickness)	\$112/LF
27-inch Diameter (cost for each addl 1.5 mm)	\$4/LF

Staff recommends approval of the proposed changes to the current contract to add amendment no. #1 and to authorize the General Manager to execute the amendment. Funding for the CIPP work will come from Stormwater Captial Project Fund.

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

RESOLVED to approve the Annual Contract for Cured-In-Place-Pipe Rehab Amendment No. #1 to include the 27-inch diameter CIPP Liner, type A and type C silt fence and sod, and to authorize the General Manager to execute the amendment.

Steve Fincher, Legal Counsel had a schedule conflict and arrived at 2:54pm.

UPON MOTION by Oscar Blalock and seconded by Rodney Givens, it was unanimously RESOLVED to go into Executive Session to discuss land and personnel issues.

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 November 6, 2014.

Mr. Thomas reviewed a request from Mayor Joy Day of Jonesboro for financial support of the City's Streetscape 2 project that would involve some stormwater improvements. The Board agreed that CCWA did not have the funding to support this request.

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 at 3:55 p.m.

Walter Marie Barber, Chairperson



John Westervelt, Secretary/Treasurer