

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road  
Morrow, Georgia 30260  
Regular Board Meeting  
December 4, 2014

The meeting was held at 1600 Battle Creek Road, Morrow, Georgia 30260. Vice Chairman Blalock called the meeting to order at 1:30 p.m.

Present at the meeting were 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, Steve Fincher, Legal Counsel, Cary Santoyo, Executive Coordinator and other CCWA staff and visitors. Board Member Sophia Haynes, and Chairperson Marie Barber were absent.

Board Treasurer, John Westervelt introduced and called on Joshua Wood, Account Service Representative, Meter Service Area, to give the invocation.

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

UPON MOTION by John Westervelt and seconded by Elizabeth Armstrong, it was unanimously

RESOLVED to accept and approve the December 4, 2014 agenda as presented.

Approval of Minutes: Vice Chairman Oscar Blalock called for any omissions or additions to the minutes of the Regular Board Meeting of November 6, 2014.

UPON MOTION by John Westervelt and seconded by Elizabeth Armstrong, it was unanimously

RESOLVED to accept and approve the Regular Board Meeting Minutes of November 6, 2014 as presented.

Financial and Statistical Report: Vice Chairman Blalock 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 October 31, 2014.

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

Recognition: Water Production Department Manager, Kendra Staniel introduced Lesley Rathburn, Water Quality Lab Supervisor. Ms. Staniel recognized Lesley Rathburn for receiving the Ira C. Kelley Award from the Georgia Association of Water Professionals, for demonstrating outstanding accomplishments in operating an environmental laboratory facility, performing outstanding service in instruction and training of other laboratory analysts, and contributing to advancement of the laboratory field.

Annual Contract for Closed Circuit Television Inspections Request for Bid Recommendation: Program Management and Engineering Department Manager, Terry Moy presented the Annual Contract for Closed Circuit Television Inspections Request for Bid Recommendation. Mr. Moy advised the Board that CCWA had received bids from experienced contractors to televise and provide inspection services of CCWA’s water, sewer, and stormwater infrastructure. The bid package carried several tasks that the contractor would be required to accomplish, such as; line cleaning, televising and recording, pole camera inspection, and other miscellaneous tasks as needed. CCWA staff prepared a bid package that incorporated over 140 items of work as shown on the unit price table.

<b>BID RESULTS</b>				<b>APTV</b>	<b>Neil Engr</b>	<b>Woolpert</b>	<b>MM&amp;E</b>
<b>No.</b>	<b>Work Item</b>	<b>Detail</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Unit Cost</b>	<b>Unit Cost</b>	<b>Unit Cost</b>
1	Mobilization - Sewer Cleaning		EA	100.00	0.00	100.00	250.00
2	Mobilization - CCTV / Polecamera		EA	100.00	0.00	100.00	250.00
3	Mobilization - Excavation Work		EA	750.00	0.00	348.00	500.00
4	Mobilization - Pressure Testing		EA	100.00	0.00	300.00	100.00
5	Emergency Mobilization		EA	1,000.00	0.00	720.00	500.00
6	Performance and Payment Bonds	For Project Work Orders of \$100,000 or more in value	EA	2,300.00	2,000.00	1,200.00	1,800.00

7	Traffic Control County Road	Lane Closures - Up to 4 hours / per day	EA	700.00	250.00	440.00	100.00
8		Lane Closures - Greater than 4 hours / per day	EA	950.00	500.00	660.00	200.00
9		Road Closure - Up to 4 hours / per day	EA	700.00	500.00	880.00	100.00
10		Road Closure - Greater than 4 hours / per day	EA	950.00	1,000.00	1,320.00	200.00
11	Traffic Control State Road	Lane Closures - Up to 4 hours / per day	EA	700.00	250.00	440.00	200.00
12		Lane Closures - Greater than 4 hours / per day	EA	950.00	500.00	660.00	400.00
13		Road Closure - Up to 4 hours / per day	EA	700.00	500.00	880.00	200.00
14		Road Closure - Greater than 4 hours / per day	EA	950.00	1,000.00	1,650.00	400.00
15	Pumping 4-inch Pump	Single Pump System	DY	875.00	500.00	880.00	400.00
16		Redundant Pump System	DY	975.00	500.00	1,500.00	200.00
17	Pumping 6-inch Pump	Single Pump System	DY	1,200.00	650.00	990.00	500.00
18		Redundant Pump System	DY	1,400.00	1,200.00	1,600.00	200.00
19	Pumping 8-inch Pump	Single Pump System	DY	1,750.00	750.00	1,320.00	500.00
20		Redundant Pump System	DY	1,950.00	1,500.00	1,800.00	200.00
21	Pumping 10-inch Pump	Single Pump System	DY	3,200.00	1,200.00	1,540.00	1,250.00
22		Redundant Pump System	DY	3,300.00	2,400.00	2,000.00	700.00
23	Pumping 12-inch Pump	Single Pump System	DY	4,000.00	1,450.00	1,760.00	1,500.00
24		Redundant Pump System	DY	4,200.00	2,800.00	2,200.00	800.00
25	Cleaning - Sanitary Sewer Up to 12-in Diameter		LF	0.80	0.80	0.96	3.00
26	Cleaning - Sanitary Sewer Larger than 12-in to 18-in Diameter		LF	1.00	0.90	1.08	3.00
27	Cleaning - Sanitary Sewer Larger than 18-in to 24-in Diameter		LF	1.30	1.25	1.32	5.00
28	Cleaning - Sanitary Sewer Larger than 24-in to 36-in Diameter		LF	1.85	1.25	1.56	8.00
29	Cleaning - Sanitary Sewer Larger than 36-in to 48-in Diameter		LF	3.25	1.50	1.80	8.00
30	Heavy Cleaning - Sanitary Sewer Up to 12-in Diameter		LF	1.25	0.90	1.50	3.00
31	Heavy Cleaning - Sanitary Sewer Larger than 12-in to 18-in Diameter		LF	2.50	1.00	2.56	5.00
32	Heavy Cleaning - Sanitary Sewer Larger than 18-in to 24-in Diameter		LF	5.00	2.00	3.42	8.00

33	Heavy Cleaning - Sanitary Sewer Larger than 24-in to 36-in Diameter		LF	7.00	4.00	6.00	8.00
34	Heavy Cleaning - Sanitary Sewer Larger than 36-in to 48-in Diameter		LF	10.00	6.00	8.40	10.00
35	Cleaning - Stormwater Sewer Up to 12-in Diameter	Up to 25% of Diameter	LF	0.65	0.90	1.10	3.00
36		More than 25% to 50% of Diameter	LF	0.80	1.20	1.25	3.00
37		More than 50% of Diameter	LF	1.25	1.20	2.00	3.00
38	Cleaning - Stormwater Sewer Larger than 12-in to 18-in Diameter	Up to 25% of Diameter	LF	0.90	0.90	1.32	3.00
39		More than 25% to 50% of Diameter	LF	1.25	1.20	1.43	3.00
40		More than 50% of Diameter	LF	2.50	2.25	3.03	3.00
41	Cleaning - Stormwater Sewer Larger than 18-in to 24-in Diameter	Up to 25% of Diameter	LF	1.50	1.00	1.38	5.00
42		More than 25% to 50% of Diameter	LF	2.00	1.75	2.75	5.00
43		More than 50% of Diameter	LF	3.00	2.75	3.58	5.00
44	Cleaning - Stormwater Sewer Larger than 24-in to 36-in Diameter	Up to 25% of Diameter	LF	1.75	1.30	1.60	5.00
45		More than 25% to 50% of Diameter	LF	2.75	2.50	3.30	8.00
46		More than 50% of Diameter	LF	5.00	3.75	4.13	8.00
47	Cleaning - Stormwater Sewer Larger than 36-in to 48-in Diameter	Up to 25% of Diameter	LF	4.00	2.85	3.58	10.00
48		More than 25% to 50% of Diameter	LF	10.00	5.25	6.33	10.00
49		More than 50% of Diameter	LF	15.00	8.25	9.90	10.00
50	Cleaning - Stormwater Sewer Larger than 48-in Diameter		HR	250.00	225.00	330.00	225.00
51	Cleaning - Structure	Up to 10 Foot Depth to Invert	CF	7.50	9.25	11.83	20.00
52		Greater than 10 Foot Depth to Invert	CF	10.00	14.25	17.88	30.00
53	CCTV	With PACP Assessment	LF	0.80	2.00	0.81	1.20
54		Without PACP Assessment	LF	0.80	1.80	0.60	1.00
55		Standby CCTV	HR	150.00	100.00	275.00	125.00
56	Polecamera Pipe Inspection	With GPS Location	EA	50.00	55.00	40.00	100.00
57		Without GPS Location	EA	28.00	30.00	40.00	80.00
58	Polecamera Structure Inspection	With GPS Location	EA	50.00	55.00	40.00	120.00
59		Without GPS Location	EA	28.00	30.00	40.00	100.00
60	Pressure Testing	Low Pressure Air	LF	0.50	5.00	1.25	10.00
61		Hydrostatic	LF	0.75	7.50	3.00	15.00
62		Static Water Level	EA	750.00	2.50	600.00	15.00
63	Erosion and Sedimentation Control Sediment Barrier Installation	Silt Fence - Type A	LF	1.50	2.50	2.22	4.00
64		Silt Fence - Type C	LF	2.50	3.50	3.12	4.00
65		Hay Bale	LF	5.00	2.50	4.56	10.00
66	Erosion and Sedimentation Control Sediment Barrier Removal		LF	1.00	12.50	2.16	1.00
67	Erosion and Sedimentation Control	Straw Mulching	SF	0.30	10.00	0.04	3.00
68	Soil Stabilization	Seed and Straw Mulch	SF	0.35	12.50	0.06	4.00

69		Seed and Matt Blanket	SF	0.40	15.00	0.42	6.00
70		Sod	SF	0.90	25.00	0.72	15.00
71	Site Work – Hauling Material from Outside of County		HR	60.00	70.00	96.00	75.00
72	Site Work – Brush Removal		SF	0.30	0.10	0.30	15.00
73	Site Work – Tree Removal	4 inch to 6 inch diameter	EA	350.00	500.00	180.00	150.00
74		Greater than 6 inch to 12 inch diameter	EA	600.00	1,200.00	300.00	300.00
75		Greater than 12 inch to 24 inch diameter	EA	1,600.00	1,500.00	480.00	350.00
76		Greater than 24 inch to 36 inch diameter	EA	1,900.00	1,800.00	720.00	500.00
77	Site Work – Fence Work	Chain-Link / Wire Removal or Reinstall	LF	10.00	5.00	8.40	10.00
78		Wood Removal or Reinstall	LF	18.00	7.50	8.40	15.00
79	Site Work – General Excavation	Up to 6 feet deep	CF	2.00	5.00	3.00	45.00
80		Greater than 6 feet to 10 feet deep	CF	1.50	10.00	3.00	55.00
81		Greater than 10 feet to 14 feet deep	CF	1.00	11.00	4.20	55.00
82		Greater than 14 feet to 18 feet deep	CF	1.00	12.50	4.80	65.00
83	Site Work – General Fill / Backfill	Fill Dirt	CF	1.10	2.00	1.44	35.00
84		Sand	CF	1.20	2.50	1.02	40.00
85		Crushed Stone / Graded Aggregate Base	CF	1.20	3.00	1.50	55.00
86		#3, #4, #34, #5, #57 and #89 Stone	CF	1.30	3.50	1.38	65.00
87		Surge Stone	CF	1.30	4.00	1.62	65.00
88		Rip-Rap Stone Type III	CF	1.30	4.50	1.74	70.00
89	Site Work – Stone Placement Crushed Stone / Graded Aggregate Base	4 inch thick layer	SF	0.75	5.00	0.42	30.00
90		2 inch thick layer increment	SF	0.65	2.75	0.30	12.00
91	Site Work – Stone Placement #3, #4, #34, #5, #57 and #89 Stone	4 inch thick layer	SF	0.85	4.50	0.54	30.00
92		2 inch thick layer increment	SF	0.75	2.50	0.42	12.00
93	Site Work – Stone Placement Surge Stone	Surge Stone 6 inch thick layer	SF	0.95	4.00	0.84	45.00
94		6 inch thick layer increment	SF	0.95	2.00	0.90	30.00
95	Site Work – Stone Placement Type III Rip-Rap	Type III Rip-Rap Stone 12 inch thick layer	SF	1.50	4.00	1.74	65.00
96		12 inch thick layer increment	SF	1.50	2.00	1.80	65.00

97	Site Work – Stone Placement Type 1 Rip-Rap	Type 1 Rip-Rap	SF	2.00	4.00	18.00	65.00
98	Site Work – Geotextile Fabric Installation		SF	0.20	0.50	0.36	45.00
99	Site Work – Steel Plate Installation	Up to 40 square foot plate	DY	50.00	12.00	120.00	120.00
100		Greater than 40 square foot to 96 square foot plate	DY	150.00	16.00	144.00	150.00
101		Greater than 96 square foot to 160 square foot plate	DY	300.00	25.00	192.00	180.00
102	Pavement – Remove Asphalt	Up to 4 inch thick layer	SF	2.50	7.50	0.54	3.00
103	Pavement – Remove Asphalt	Greater than 4 inch to 8 inch thick layer	SF	3.00	9.25	0.90	5.00
104	Pavement – Remove Asphalt	Greater than 8 inch to 12 inch thick layer	SF	3.40	10.00	1.44	10.00
105	Pavement – Remove Asphalt	Greater than 12 inch thick layer	SF	4.00	11.00	2.88	10.00
106	Pavement – Remove Concrete Flat Work	Up to 4 inch thick layer	SF	2.50	7.50	2.28	4.00
107	Pavement – Remove Concrete Flat Work	Greater than 4 inch to 8 inch thick layer	SF	3.00	9.00	3.00	6.00
108	Pavement – Remove Concrete Flat Work	Greater than 8 inch to 12 inch thick layer	SF	3.40	10.00	4.80	10.00
109	Pavement – Remove Concrete Flat Work	Greater than 12 inch thick layer	SF	4.00	11.00	7.02	18.00
110	Pavement – Remove Concrete Flat Work	Curb and Gutter	LF	2.00	2.50	4.80	100.00
111	Pavement – Milling	Up to 1500 SF	EA	5,900.00	600.00	2,640.00	3,000.00
112		Additional Square Footage	SF	3.90	31.01	1.08	3.00
113	Pavement – Asphalt Patching	3 inch thick layer	SF	7.00	10.00	8.76	30.00
114		1 inch thick layer increment	SF	3.50	7.50	2.94	12.00
115	Pavement – Asphalt Paving	3 inch thick layer	SF	7.00	10.50	4.80	30.00
116		1 inch thick layer increment	SF	3.50	9.25	2.22	12.00
117	Pavement – Concrete Flatwork	Up to 4 inch thick layer	SF	4.00	2.00	2.40	45.00
118		Greater than 4 inch to 6 inch thick layer	SF	5.00	2.50	2.70	55.00
119		Greater than 6 inch to 8 inch thick layer	SF	6.50	3.50	4.20	65.00
120		Greater than 8 inch to 10 inch thick layer	SF	8.00	4.00	4.80	75.00
121		Bulk	CY	500.00	200.00	210.00	75.00
122		Wire Mesh	SF	0.50	1.00	0.54	10.00
123	Steel Reinforcement	LF	0.85	2.50	1.86	5.00	
124	Pavement – Curb and Gutter	Up to 24 inch width, square back	LF	20.00	7.50	15.00	30.00
125		Up to 24 inch width, roll back	LF	20.00	9.00	15.00	35.00
126	Pavement – Catch Basin Spillway Throat		LF	100.00	100.00	90.00	45.00

127	Pavement – Line Striping	Up to 6 inch wide	LF	5.50	2.50	0.48	10.00
128		24 inch wide	LF	8.50	5.00	1.80	25.00
129	Pavement – Marking	Handicap Symbol	EA	150.00	125.00	60.00	250.00
130	Pavement – Pressure Washing		SF	0.50	1.00	0.12	5.00
131	Precast Manhole Raising 4-Foot Diameter	Flat Top	EA	1,000.00	400.00	600.00	650.00
132		Cone Section	EA	1,000.00	500.00	660.00	750.00
133		Riser Section	VF	250.00	200.00	186.00	400.00
134	Precast Manhole Raising 5-Foot Diameter	Flat Top	EA	1,000.00	500.00	720.00	750.00
135		Cone Section	EA	1,000.00	600.00	660.00	800.00
136		Riser Section	VF	250.00	300.00	384.00	450.00
137	Ring and Cover Installation	Installation	EA	250.00	500.00	84.00	750.00
138		Additional Height, Per Brick Layer	EA	100.00	400.00	60.00	300.00
139	Precast Catch Basin Spillway Installation		EA	750.00	700.00	660.00	850.00
140	Precast Catch Basin Top Slab Installation		EA	750.00	500.00	720.00	750.00
141	Brick Work	1 Brick Deep Wall Construction	SF	50.00	30.00	12.00	120.00
142		2 Brick Deep Wall Construction	SF	75.00	30.00	24.00	200.00
143		3 Brick Deep Wall Construction	SF	100.00	30.00	36.00	220.00
144		4 Brick Deep Wall Construction	SF	125.00	30.00	48.00	275.00

A non-mandatory pre-bid meeting was conducted on October 21, 2014 and bids were opened on November 4, 2014. Bids were evaluated using the submitted unit pricing and quantities estimated to represent historical –annual work.

In preparing the RFB, staff determined that the lowest responsive contractor would be selected to perform work for CCWA.

CONTRACTOR	TOTAL BID AMOUNT
ALL PIPELINE TV & AIR TESTING, INC. (APTV)	\$697,277.50
NEIL ENGINEERING (NEIL ENGR)	\$769,985.00
WOOLPERT	\$905,961.20
METALS & MATERIALS ENGINEERS (MM&E)	\$1,925,180.00

All Pipeline TV & Air Testing, Inc. was the lowest responsive bidder, staff recommends awarding the Annual Contract for Pipe Repairs and Replacement to All Pipeline TV & Air Testing, Inc. as primary contractor. The second lowest bidder was Neil Engineering, staff recommends awarding Neil Engineering as the secondary backup contractor. Upon approval the contract will be in effect for a period of one year starting February 1, 2015. The contract is extendable for a second and or third year at the same terms and condition. The work will be assigned on an “as-needed-when needed” basis and work will be per the unit pricing as shown on the table.

Funding source will be from the Stormwater Utility Budget, Water and Sewer Operating Budget, or a specific Capital Project.

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

RESOLVED to approve staff recommendation to award the Annual Contract for Closed Circuit Television Inspection to All Pipeline TV & Air Testing, Inc. as primary contractor and Neil Engineering, as back up contractor based on the unit item bid prices shown above; with an option to renew for a second and third year with no changes to the terms and conditions; contingent upon approval of bonds and insurance as required; and to authorize the General Manager to sign the contract.

Flint River Sewer Interceptor Rehabilitation Plans: Terry Moy, Program Management and Engineering Department Manager, presented to the board the Flint River Sewer Interceptor Rehabilitation Plans. Mr. Moy updated the Board and advised, that CCWA updated its pipeline asset management approach as part of the 2010 Strategic Master Plan. Mr. Moy explained to the Board that the approach was based on comprehensive wastewater flow monitoring for condition assessment of pipe and rehabilitation of interceptor sewers. Terry Moy advised the Board by explaining that much of the pipe in the system was laid in the 1960’s and that the concrete pipe laid then is most prone to corrosion. Mr. Moy stated that the first phase of interceptor sewer condition assessment is complete and the rehabilitation plans are now in place.

Revenue Collection Process Update: Teresa Worley, Customer Accounts Director, presented the Revenue Collection Process Update. Mrs. Worley presented staff plansto modify the current disconnect threshold. Mrs. Worley explained that CCWA’s target level of service is to limit bad debt write-offs to less than 1.5% of revenue. Although bad debt write-offs have decreased since 2007, there continues to be opportunity for improvement. Mrs. Worley went into more details and advised the Board of the two primary contributors to bad debt write-offs; customers not paying their bills, and customer leaks.



Mrs. Worley explained that in order to address the nonpayment issue and reduce our bad debt, we would need to lower the disconnect threshold. Currently, customers with past due balances greater than \$79.99 will have services disconnected, staff recommends lowering the disconnect threshold as follows; change threshold from \$79.99 to \$69.99 in the first quarter of 2015, 6-month period of evaluation, and lower disconnect fee to \$59.99 in late 2015.

After significant discussion on the reduction of our bad debt write-offs, the Board directed staff to move forward with changing the disconnect threshold as presented.

UPON MOTION by John Westervelt and seconded by Rodney Givens, it was unanimously  
RESOLVED to go into Executive Session to discuss land sales and purchases.

The Board returned from Executive Session to Open Session.

UPON MOTION by Rodney Givens and seconded by Elizabeth Armstrong, it was unanimously  
RESOLVED to approve the Executive Session Minutes of December 4, 2014.

Terry Moy presented a summary of the 2015 Engineering Services Procurement. Mr. Moy asked the Board for direction on finalizing how CCWA would handle the bid process. Terry Moy updated the Board on the current contract overview, scope of services, the selection process and contract formats. Mr. Moy asked the Board for some input on the selection process, and after much discussion the Board agreed on advertising a "Request for Qualifications" (RFQ) and to move forward with the bid process.


Due to the New Year's Holiday, the Board agreed to postpone the January Board meeting until January 8, 2015 at 1:30 p.m.

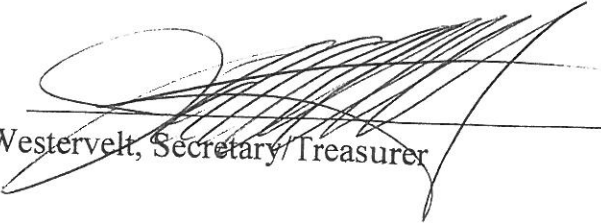
UPON MOTION by Rodney Givens and seconded by Elizabeth Armstrong, it was unanimously  
RESOLVED to adjourn the regular session board meeting.

There being no further business to come before the open meeting, the meeting was adjourned at 4:10 p.m.

Regular Board Meeting  
December 4, 2014

5020

  
Oscar Blalock, Vice Chair

  
John Westervelt, Secretary/Treasurer