

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting, May 7, 2009

Chairman, Pete McQueen, called the meeting to order at 1:30 p.m.

Present at the meeting were: Chairman, Pete McQueen, Vice Chairman, Lloyd Joiner, Secretary/Treasurer, Marie Barber, and Board Members, Wes Greene, John Westervelt, John Chafin and Doug Bonner. General Manager, P. Michael Thomas, Deputy Manager, Mike Bennett, Legal Counsel, Steve Fincher of Fincher, Denmark & Williams, Steve Lavinder of CH2M Hill, other CCWA staff and visitors.

Chairman McQueen called on Mike Robinson of Water Reclamation to give the invocation.

Approval of Minutes: Chairman McQueen called for any omissions or additions to the Regular and Executive Session Board Meeting minutes of Thursday, April 2, 2009 and the Called Board Meeting minutes of Thursday & Friday, April 16 & 17, 2009. Doug Bonner requested a change to April's Called Board Meeting minutes to reflect he did not vote for the Flood Plain Mapping Services Task Order Recommendation. The minutes were also revised to reflect that Chairman Pete McQueen abstained from the vote for the Flood Plain Mapping Services Task Order Recommendation.

Financial and Statistical Report: Chairman McQueen called on Emory McHugh, Finance Director, to give our financial report. Mr. McHugh reviewed the financial information that was given to the Board for the nine-month period ending March 31, 2009.

Recognition: Jim Poff, Manager of Water Reclamation recognized this year's Science Fair winners, Jada Gipson, a 5th grader at East Clayton Elementary and Abria Allen, a 9th grader at Lovejoy High School. The winners received a trophy and a \$50 savings bond.

Mr. Poff also recognized Plant Operator, Michael Robinson for passing the Wastewater Operator Class I Exam, W.B. Casey's Chief Operator, David Blackstock for receiving the GAWP District 3 Top Operator Award, Plant Supervisor, Jim Hill for Shoal Creek WRFs' receipt of the GAWP 12-year Platinum Award for 2008 and receipt of the Casey WRFs' GAWP Gold Award for 2008.

Guy Pihera, Manager of Water Production recognized Plant Operator, Henry Miller and Dave Shope for passing their Class I Certification.

Herbert Etheridge, Manager of Distribution and Conveyance recognized Dean Howell, Equipment Operator, for his 20 years of service and Johnny Meek, Repair/Landscaping/Paving Foreman, for his 30 years of service. Each employee was presented with his 20 & 30 year service pin.

Wet Well Cleaning and Disposal Services Bid Recommendation: Chairman McQueen called on Teresa Adams, General Services Department Manager, to present the Wet Well Cleaning and Disposal Services Bid Recommendation.

Vendor	Bid Amount
ALLSOUTH ENVIRONMENTAL SERVICES, INC. Ellenwood, GA	\$ 0.62 per gallon
RAM ENVIRONMENTAL SERVICES LaGrange, GA	\$0.85 per gallon

Staff recommends awarding this contract to ALLSOUTH ENVIRONMENTAL SERVICES, INC.

This contract will be for one year and may be extended for a second and third year by mutual consent by both parties, with no changes to terms or conditions.

UPON Motion by John Chafin and seconded by Marie Barber it was unanimously

RESOLVED: to award the Wet Well Cleaning and Disposal Services Contract to ALLSOUTH ENVIRONMENTAL SERVICES, INC. for the bid amounts as stated above contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

HVAC Annual Services Proposal Recommendation: Chairman McQueen called on Teresa Adams, General Services Department Manager, to present the HVAC Annual Services Proposal Recommendation.

Clayton County Water Authority has 36 facilities that currently have heating and/or air conditioning (HVAC) equipment. The equipment at each of our facilities varies by manufacturer, size, style, and age. Of the 36 facilities, four (4) locations have been identified as “add alternates” due to the brand and complexity of each system. The TRANE brand was installed at the Jack H Drew Administration Building (Main Office), Terry R. Hicks Plant WPP, W. J. Hooper WPP, and W. B. Casey WRP. All add alternates were evaluated separately.

An evaluation team was established to evaluate the proposals and check references. Two companies submitted proposals (Logan Heating & Air Conditioning and TRANE U.S. Inc.). The responders to this RFP were evaluated on the following items and given a score (of 100 possible points):

Price (50 points) – The total proposal price and each add alternate, as well as comparativeness to current prices, was used in this evaluation.

Responsiveness to RFP (40 points) – The responder was to furnish the required information so that we could make a responsible and informed recommendation for these services.

Reference Input (10 points) – References were evaluated from previous annual contracts of this magnitude of work.

Funding Source: Operating Budget

All Facilities Outlined in the proposal except (Add Alternates #1-4).

Staff recommends awarding this portion of the contract to **Logan Heating & Air Conditioning**.

Vendor	Annual Cost	Final Ranking
Logan Heating & Air Conditioning McDonough, GA	\$43,554.00	1
TRANE U.S. Inc. Atlanta, GA	\$124,721.11	2

Add Alternate #1: Jack H. Drew Administration Building (TRANE system). Staff recommends awarding the Jack H. Drew Administration Building portion of the contract to **TRANE U.S.**

Vendor	Annual Cost	Final Ranking
TRANE U.S. Inc. Atlanta, GA	\$28,782.75	1
Logan Heating & Air Conditioning McDonough, GA	\$16,206.00	2

Add Alternate #2: Terry R. Hicks Plant WPP & all related buildings (TRANE system). Staff recommends awarding the Terry R. Hicks Plant WPP & all related buildings portion of the contract to **TRANE U.S. Inc.**

Vendor	Annual Cost	Final Ranking
TRANE U.S. Inc. Atlanta, GA	\$7,262.92	1
Logan Heating & Air Conditioning McDonough, GA	\$6,386.00	2

Add Alternate #3: W. J. Hooper WPP & all related buildings (TRANE system). Staff recommends awarding the W. J. Hooper WPP & all related buildings portion of the contract to **TRANE U.S. Inc.**

Vendor	Annual Cost	Final Ranking
TRANE U.S. Inc. Atlanta, GA	\$19,797.76	1
Logan Heating & Air Conditioning McDonough, GA	\$22,595.00	2

Add Alternate #4: W. B. Casey WRP & all related buildings (TRANE system). Staff recommends awarding the W. B. Casey WRP & all related buildings portion of the contract to **Logan Heating & Air Conditioning.**

Vendor	Annual Cost	Final Ranking
Logan Heating & Air Conditioning McDonough, GA	\$12,054.00	1
TRANE U.S. Inc. Atlanta, GA	\$17,480.67	2

Contract awards will be for one year and may be extended for a second and third year by mutual consent by both parties. An annual adjustment at the time of each extension shall not exceed five (5%).

Staff recommends awarding Logan Heating & Air Conditioning **All Facilities Outlined in the proposal except (Add Alternates #1-3)**, which totals \$55,608.00.

Staff recommends awarding TRANE U.S. Inc. **Add Alternates #1-3**, which totals \$55,843.43

Total HVAC contract amount to be awarded \$111,451.43

UPON Motion by Lloyd Joiner and seconded by Wes Greene it was unanimously

RESOLVED: to award the HVAC Annual Services Contract for the proposed amounts as stated above contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Galvanized Watermain Replacement Proposal Recommendation: Chairman McQueen called on Herbert Etheridge, Manager of Distribution & Conveyance, to present the Galvanized Watermain Replacement Proposal Recommendation.

Vendor	Score	Proposal
Mack Jones Enterprises Flowery Branch, GA	93.0	\$171,460.00
Don Hall Construction Hampton, GA	77.7	\$105,350.00
Site Engineering Atlanta, GA	73.0	\$217,500.00
Garney Construction Atlanta, GA	69.3	\$528,175.00
Ronny Jones Enterprises Newnan, GA	48.0	\$402,670.00
Dekalb Pipeline Conyers, GA	42.0	\$607,850.00
Huff Grading & Pipeline Dallas, GA	38.0	\$806,900.00
Tom Davidson & Sons Sunnyside, GA	N/A	Unresponsive Proposal

Vendor	Score	Proposal
Strack, Inc Fairburn, GA	N/A	No Proposal
JaTech Associates Atlanta, GA	N/A	No Proposal

The responders to this RFP were evaluated by an evaluation team of CCWA employees on the following items and given a score (of 100 possible points):

Responsiveness to RFP (15%) – The responder was to furnish the required information so that we could make a responsible and informed recommendation for these services.

General Experience (25%) – The responder was to furnish information to assure us that they had the equipment, labor, etc to successfully perform this work. We specifically asked that they identify work performed for other governmental agencies performing this type work.

Price (50%) – The total proposal price was scored based on a sliding scale.

Reference Input (10%) – References were reviewed from a variety of sources such as previous annual contracts of this magnitude of work prior work for other governmental agencies, and general proposal comments.

Due to our need to provide a prompt, experienced, and specialized contractor to perform this work we issued a Request for Proposals (RFP) for our Annual Contract for Watermain Replacements. The Contractors listed above attended a mandatory pre-bid conference where our staff explained the work and methods involved in this work. This contract is the most difficult work offered through the Department of Distribution and Conveyance. The selected contractor will be replacing watermains in established residential developments and therefore will deal with existing utilities, flower gardens, brick mailboxes, irrigation systems, trees, etc. that must be preserved during the installation process.

Mack Jones Enterprises (MJE) has been performing this type work for the CCWA, Dekalb County, Gainesville and Flowery Branch for at least the last ten years. The unit prices MJE submitted have been consistent over the last nine years on most of the individual line items while several unit prices actually were reduced in this proposal.

After evaluating all the proposals the staff recommends awarding this annual contract to Mack Jones Enterprises for the period of June 1, 2009 – May 31, 2010. Work will be assigned on an “as needed – when needed” basis and work will be paid per the unit prices as shown on the schedule below. We would also recommend that this contract be extendable for a second and third year at no changes in terms or conditions.

UPON Motion by John Chafin and seconded by Wes Greene, it was unanimously

RESOLVED: to approve the Galvanized Watermain Replacement Contract to Mack Jones Enterprises as specified above contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Sewerline Root Control Bid Recommendation: Chairman McQueen called on Herbert Etheridge, Manager of Distribution & Conveyance, to present the Sewerline Root Control Bid Recommendation.

Root Control Service	Est. Quantity	Dukes Root Control		Municipal Sales	
		Price per Unit	Total Bid	Price per Unit	Total Bid
6" main - per lineal foot	2,000	\$1.49	\$2,980.00	\$1.09	\$2,180.00
8" main - per lineal foot	100,000	\$1.49	\$149,000.00	\$1.09	\$109,000.00
10" main - per lineal foot	6,000	\$1.66	\$9,960.00	\$1.09	\$6,540.00
12" main - per lineal foot	6,000	\$1.82	\$10,920.00	\$1.15	\$6,900.00
15" main - per lineal foot	500	\$2.63	\$1,315.00	\$1.35	\$675.00
21" main - per lineal foot	500	\$3.87	\$1,935.00	\$1.95	\$975.00
24" main - per lineal foot	500	\$3.87	\$1,935.00	\$2.15	\$1,075.00
Total Bid			\$178,045.00		\$127,345.00

Staff recommends awarding the contract to lowest responsive bidder, Dukes Root Control, for this Annual Contract for Sewerline Root Control. The low bidder, Municipal Sales did not meet our specifications regarding the chemical used for this service. Our staff is concerned with the environmental and health issues identified by other agencies regarding the use of the Municipal Sales chemical. We also see a real possibility that the use of this chemical would be detrimental to the operations of our Water Reclamation Facilities. All services assigned to Dukes Root Control will be on an "as needed - when needed" basis per the unit pricing identified above and will be funded by the Operations Budget. This contract may be renewed for a second and third year with no changes in terms or conditions.

UPON Motion by John Chafin and seconded by Marie Barber it was unanimously

RESOLVED: to award the Sewerline Root Control Bid Recommendation to Dukes Root Control that meets CCWA requirements as specified above contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Sale of Property to Forest Park: Chairman McQueen called on Mike Thomas, General Manager, to present recommendation on the Sale of Property to Forest Park.

The City of Forest Park has inquired about obtaining two small parcels owned by CCWA in the City. These two parcels were originally part of the CCWA purchase of the Forest Park Water System because a water tank was located on each parcel. The tanks have long since been removed and the property has no real use to CCWA. The sites would not be appropriate for large cell phone towers because of City regulations limiting the locations of these towers.

The City would like to use one parcel as a small park and one for a small antenna to improve their police and fire radio communications. We had an appraisal performed to determine present value of these parcels. CCWA staff recommends the sale of these two parcels to the City of Forest Park for 80% of appraised value so that they can be put to better use and removed as a liability from CCWA's asset list.

Parcel 1:

Summit Street	0.243 acres
Appraised Value	\$10,600.00
80% of Appraised Value	\$8,480.00

Parcel 2:

Ash Street	0.194 acres
Appraised Value	\$2,100.00
80% of Appraised Value	\$1,680.00

After discussion amongst the group, it was decided to postpone the recommendation. Mr. Thomas will collaborate with Forest Park to find out more about the City's plans for use of the two parcels. The recommendation will be readdressed at a later meeting.

Eagles Landing Parkway GDOT Easement Request: Chairman McQueen called on Mike Thomas, General Manager to present the Eagles Landing Parkway GDOT Easement Request.

The Georgia DOT is working with Henry County to widen Eagles Landing Parkway in Henry County. CCWA has a water main along Eagles Landing Parkway that carries water from the Hooper WPP into Clayton County. The CCWA water line in this area is outside the current right-of-way in our own easement. The road widening design will cause a minor infringement upon the CCWA easement in order to cut back a slope and install an electrical line just outside our easement. GDOT is requesting this limited easement to allow their infringement on our easement. If any current or future work was needed to relocate the CCWA water line then GDOT would reimburse CCWA for this work.

CCWA staff recommends granting this easement to GDOT.

UPON Motion by John Westervelt and seconded by Marie Barber it was

RESOLVED: to grant the easement to GDOT as outlined above. Doug Bonner abstained from voting.

Upon Motion by John Chafin and seconded by Wes Greene it was unanimously

RESOLVED: that the Board adjourn into executive session for land, legal, and personnel issues. The Board reserves the right to return to open session.

Upon Motion by Marie Barber and seconded by Wes Greene it was unanimously

RESOLVED: that the Board return to open session.

Mr. Thomas discussed the following topics with the Board:

- Labor Department Memo
- Security Issue – septic tank haulers
- Property and Casualty Insurance – renewal cost reduced to \$695,000
- Household Amnesty Day April 25th – a big success with more than 525 cars participating and some turned away due to volume.

- Pandemic Flu – Company has basic plan to conduct business. Mike Bennett will work with consultants in the future to develop a company-wide plan.
- Position Reallocation – Property Restoration Coordinator
- 2009 Deer Hunt – advertising will take place. Fees will remain the same as last year.
- July Board Meeting – will be held as normal on Thursday, July 2nd
- Pipeline Protection Program – Mike Bennett will follow up and provide feedback to the Board.
- Floodplain Mapping – Steve Fincher provided summary of research of any legal liability. No history that he is aware of.
- Refinancing Bonds – Chairman Pete McQueen spoke to consultants regarding refinancing our bonds. The Board agreed to postpone refinancing for now – will reevaluate in a year.

Upon Motion by Lloyd Joiner and seconded by Wes Greene 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.

Pete McQueen, Chairman

Walter Marie Barber, Secretary/Treasurer