

## CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road  
Morrow, Georgia 30260

Regular Board Meeting, September 4, 2008

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, and John Westervelt. General Manager, P. Michael Thomas, Deputy Manager Mike Bennett, Department Managers, Guy Pihera, Herbert Etheridge, Teresa Adams, Terry Moy and Jim Poff, Program Management Engineer, Mike Buffington, Finance Director, Emory McHugh, MIS Director, Rodney Crowell, Stormwater Program Manager, Kevin Osbey, Risk Manager, Karen Riser, Public Information Officer, Suzanne Brown, and Executive Secretary, Janet Matthews. Also present were: Steve Fincher of Fincher, Denmark & Williams, Jay Kirk and Rick Hirsekorn from CH2M Hill, Rodney Givens from EDT and the following employees: Stephen Nesmith, Rodney Riley, Justin Donham, Keith Kiblinger, Angie Bennett, Connie Bowen, Mandy Lindow, Simone Mitchell, Sarah Beth Shelton, Candace Court, Leeanne Sumner, Amanda LaPierre, Carol Cameron, Bill Hansell, Andrea Stallworth, and Chris Sims. Board members, John Chafin and Doug Bonner, were not present.

Chairman McQueen called on Stephen Nesmith, to give the invocation.

Chairman McQueen acknowledged that we have two Board members who are celebrating birthdays this month, Ms. Barber and Mr. Greene. Everyone wished them a "Happy Birthday".

Approval of Minutes: Chairman McQueen called for any omissions or additions to the Regular and Executive Session Board Meeting minutes of Thursday, August 7, 2008. Hearing none, the minutes were approved as presented.

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 three-month period ending July 31, 2008.

Employee Recognition: Chairman McQueen called on Guy Pihera, Manager of Water Production, who recognized Justin Donham, operator at the Smith Plant, who passed his Class II Water Treatment System Operator exam. The Board congratulated Justin.

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Mr. Pihera stated that at the GAWP conference last month in College Park, a BBQ cook-off was held to benefit "Water for People", a charity that provides water initiatives to developing countries. Ten (10) BBQ teams took part in the competition. The Authority was represented by a Water Production team and a Water Reclamation team. Several categories were judged and our teams did very well.

Mr. Poff asked Keith Kiblinger, operator at Shoal Creek, to come forward. Keith has been with the Authority since September 1999, having started as an electrician, and has spent most of his career in the General Services department. Keith has been at Shoal Creek for four (4) months and has recently passed his Class III Wastewater Operator Exam. Mr. Poff congratulated Keith.

Chairman McQueen called on Mike Thomas, General Manager, who asked Herbert Etheridge, Manager of Distribution & Conveyance, to come forward to be recognized. At the GAWP annual conference, there were also several individual awards. Herbert was the recipient of the Elizabeth McEntire Award. Ms. McEntire had worked for the City of Atlanta for many years and was the first female president of the Georgia Association of Water Professionals (GAWP). This award was created to honor those that make great contributions to the operation of water and distribution systems. Only one individual was recognized for this award this year. Mr. Etheridge was recognized for his many years of contributions, not only to CCWA, but also to GAWP and the water industry. Mr. Thomas congratulated Mr. Etheridge as did Chairman McQueen and the Board.

Mr. Etheridge thanked the Board for letting him and Guy get involved in this organization. The benefits far outweigh the time and efforts that he and Mr. Pihera spend.

Mr. Thomas asked Guy Pihera, Manager of Water Production, to come forward to be recognized for a very prestigious award. Mr. Thomas stated that Guy had been inducted into the Select Society of Sanitary Sludge Shovelers (5-S). This is a society that honors long-term faithful commitment to GAWP and the water industry and is a fund raising arm of the association scholarship program. About five (5) people a year are inducted into this society. Mr. Thomas congratulated Guy on this achievement.

Mr. Pihera also thanked the Board for his involvement which he felt was both a positive for the Authority and for the GAWP association.

Mr. Thomas asked Emory McHugh and the Finance Department employees to come forward to be recognized for the fourth (4<sup>th</sup>) year in a row with the Distinguished Budget Presentation Award from the Government Finance Officers Association. This

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year the Finance department received an additional recognition for it being an outstanding policy document. The Board congratulated Emory and the entire Finance group.

Employee Service Recognition: Mr. Pihera asked Rodney Riley, a midnight shift Operator at the Hooper Plant, to come forward to be recognized for his years of service to the Authority. Mr. Pihera gave some background information on Rodney and congratulated him for his dedication and his twenty (20) years of service. In two years, Rodney has also passed his Class III and Class II certifications.

Annual Fuel Bids: Chairman McQueen called on Teresa Adams, Manager of General Services, to present the Annual Fuel Bids.

The fuel bids are based on OPIS (weekly published whole sale prices) plus price differentials. OPIS (Oil Price Information Service) is the world's most widely accepted fuel price benchmark for supply contracts and competitive positioning. Data of wholesale fuel prices are collected (by City) Monday through Friday. The averages of these prices are determined on Friday and published on Monday. During mid-August 2008, CCWA's unleaded fuel rate was \$3.2821 per gallon and diesel fuel rate was \$3.4395 per gallon. Retail rate on average for unleaded was \$3.89 per gallon. Over the last 12 months, CCWA's fuel cost was approximately \$736,000.

The fuel price differentials are significantly lower than previous annual bid amounts due to CCWA eliminating the requirement of having to bid on lubricants as well. As a result, this increased competition. Current unleaded and diesel fuel differentials are at .025, and .060 for non-road diesel.

			B & B Oil Company East Point, GA	Petroleum Traders Ft. Wayne, IN	Mansfield Oil Company Gainesville, GA
Fuels	Estimated Quantity	Unit	Unit Cost (+ cents)	Unit Cost (+ cents)	Unit Cost (+ cents)
Gasoline - Unleaded	120,000	gallons	OPIS + .015 \$(1,800)	OPIS + .0232 \$(2,784)	OPIS + .0349 \$(4,188)
Gasoline - Diesel #2 (on-road)	120,000	gallons	OPIS + .015 \$(1,800)	OPIS + .0230 \$(2,760)	OPIS + .0365 \$(4,380)
Gasoline - Diesel #2 (non-road)	110,000	gallons	OPIS + .0495 \$(5,445)	OPIS + .0361 \$(3,971)	OPIS + .0428 \$(4,708)
		<b>TOTALS</b>	<b>\$(9,045)</b>	\$(9,515)	\$(13,276)

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TOTALS: Evaluation criteria is based on multiplying the Estimated Quantity (gallons) by the unit price differential (+cents) to determine the overall estimated total number based on differentials and excluding OPIS.

The following companies did not submit a bid: D. Jay Petroleum, James Petroleum Transport Company, Lance Oil Company, and American Petroleum Product, Inc.

Recommendation: Staff recommends that this contract be awarded to the lowest, responsive bidder, B & B Oil Co., Inc. This contract will be for one year and may be extended for a second and third year by mutual consent from both parties with no changes in terms, conditions, and rates.

Funding Source: 2008 Operating Budget

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

RESOLVED: to award the Annual Fuel contract to the lowest, responsive bidder, B& B Oil Company.

Watermain Relining Annual Bids: Chairman McQueen called on Herbert Etheridge, Manager of Distribution & Conveyance, to present a recommendation for Watermain Relining Annual bids.

The majority of this work will be performed in the city of Jonesboro under the line item shown on the attached schedule as 6" – 8" watermains in paved areas (at a bid price of \$28.50 per foot). This method of rehabilitation is more economical than replacement of pipes (approximately \$65.00 per foot), and is completed with reduced disruption to private and public property. Over the past 6 years, we have rehabilitated 114,000 feet of main in Forest Park and Jonesboro. This process increases fire flows by several hundred gallons per minute and increases residual pressure by 10 – 15 p.s.i. In addition, we are extending the useful life of these pipes by at least 50 years.

Spiniello Company has traditionally bid our projects; however, we feel that they realized their lack of competitiveness in our area due to fuel costs, as their crews are based in New Jersey. Creamer & Sons' crews are based out of a field branch office in Macon and perform this work for the cities of Macon, Augusta and Atlanta, as well as for the State of Georgia.

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Vendor	Bid
J. Fletcher Creamer & Sons 101 East Broadway Hackensack, NJ 07601	\$298,500.00
Spiniello Companies 35 Airport Road Morristown, NJ 07962	No Bid
Utility Service Pipe Rehabilitation Co., LLC 535 Courtney Hodges Blvd. Perry, GA 31069	No Bid

Clayton County Water Authority  
Annual Contract for Watermain Cleaning/Lining  
Schedule of Unit Prices  
August 2008

Vendor: J. Fletcher Creamer & Sons, Inc.

Description	Estimated Quantity	Unit Price	Total
Cleaning/lining of 6-inch and 8-inch cast iron water mains in grassed areas	2,000 feet	\$22.00	\$ 44,000.00
Cleaning/lining of 6-inch and 8-inch cast iron water mains in paved areas	8,000 feet	\$28.50	\$228,000.00
Cleaning/lining of 10-inch and 12-inch cast iron water mains in grassed areas	500 feet	\$24.00	\$ 12,000.00
Cleaning/lining of 10-inch and 12-inch cast iron water mains in paved areas	500 feet	\$29.00	\$ 14,500.00
<b>Total Bid</b>			<b>\$298,500.00</b>

Staff recommends the approval of J. Fletcher Creamer & Son, Inc. for this annual contract based on the unit prices as shown on the attached schedule with the option to renew for a second and third year at no changes in terms or conditions. Bid totals above are based on an estimated quantity of work to be offered and were used for bid evaluation purposes only. Actual assignment of work will be based on the unit prices on an as

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needed basis. These services will be funded by the 2008 Operations Budget or by a specific Capital Project.

UPON Motion by Lloyd Joiner and seconded by John Westervelt it was unanimously

RESOLVED: to award the Annual Watermain Cleaning/Lining contract to J. Fletcher Creamer & Son, Incorporated, based on the unit prices as shown, on an as-needed basis.

CH2M Hill Task Order for Cityworks/Granite XP Enhancement: Mr. Etheridge continued with the Task Order for the Cityworks/Granite XP Enhancement.

During the last four years we have implemented software programs that are tied to our GIS System to aid in our endeavors to properly maintain our Distribution, Conveyance, and Stormwater Systems. Currently these programs function independently of each other. These programs are described as follows:

**Azteca/Cityworks** – This software program was implemented in November 2004 as our Computerized Maintenance Management Software (CMMS) program. This software tracks all customer service requests as related to water, wastewater, and stormwater issues that are conveyed to us by our customers. Work Orders are created and tracked in this software for repairs to our infrastructure. These service requests and work orders are attached electronically to the particular asset, address, etc. using our GIS Mapping.

**Cues/Granite XP** – This software program was also implemented in November 2004 as our Closed Circuit Televising System for CCTV inspections of wastewater and stormwater piping. These CCTV reports, videos, and photos are stored as a soft copy on the CCWA computer network.

In an effort to effectively use the information stored in these programs for evaluation of our maintenance, rehabilitation, and capital improvements needs, we are seeking to enter into this task order. These task order services will result in these programs working as a unit rather than separately. The task order will be structured as follows:

- Implement Granite XP/ESRI GIS Interface – Currently when CCTV inspections are completed a GIS Technician must review the video reports/files and then recreate these findings in our mapping system. These additions/changes would include location of sewer laterals, distance between manholes, pipe size, pipe material, etc. By creating this interface the information will be checked for quality by a GIS Technician and then automatically transferred to the mapping program.

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- Implement Granite XP/Cityworks Module – Currently when CCTV inspections are completed a Foreman must review the video report/files and manually create a work order in Cityworks for any corrective activities needed. Upon implementation these work orders will be created using a direct link which will be much more efficient. This interface will also attach the video and any reports electronically to the particular line segments for future retrieval.
- Implement Granite XP/NASSCO Pipeline Assessment Condition Program (PACP) Module – As we video sewer mains it has been our practice that the Technician and Foreman evaluate each file and determine the action items needed to correct an issue and then manually prioritize each needed repair based on available crews and/or funding available. The PACP program is a nationally recognized system whereby Technicians use a database of established problem codes and a system to rank the varying issues discovered by severity. Our staff has been trained and certified to use these defect codes and the implementation of this module will permit us to quickly evaluate followed by prioritizing needed repairs or capital improvements. As these files will be stored in our GIS System we will be able to retrieve this data as we embark on a ten year plan to reduce inflow and infiltration on our collection system. The Metro North Georgia Water Planning District has also recommended that this software be used to make assessments to our collection system for long range planning purposes.
- Update Cityworks to latest version – We have implemented one version update since our go live in November 2004. We will need to install all subsequent updates/upgrades in order for Cityworks and the modules listed above to function properly together.
- Rebuild Harris Northstar Customer Information System (CIS) interface to Cityworks – The Cityworks database lists all current water, sewer, and stormwater accounts so that customer complaints/requests can be tracked to a particular account or account holder. This interface with Harris CIS is necessary to update customer information such as name, address, contact information, etc on a regular ongoing nightly basis to keep the two databases in sync.
- Provide Training and documentation of implementation processes.
- Provide ongoing support of these modules and interfaces on an as-needed basis for a period of 6 months from initial completion.

Project Managers:  
CH2M Hill, Engineers – Bruce Taylor

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Clayton County Water Authority – Herbert Etheridge and Terry Moy

Proposed Task Order Amount:  
Task Order Amount not to exceed \$50,026.00

Funding:  
This project will be funded by the 2008 Operations Budget

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

RESOLVED: to approve the CH2M Task Order No. OP-08-03 for the Cityworks/Granite XP Enhancement.

Installation of Valve Stops on Hooper Waterline: Mr. Etheridge continued with the Installation of Valve Stops.

The Distribution and Conveyance Department is embarking on a replacement program to change out non-functioning valves on our 16-inch, 20-inch, and 24-inch water transmission mains that run between the Wm J. Hooper Plant and the Morrow Pump Station. This work will be completed in phases. Our initial phase will be on a 20-inch main on which 10 of the current 12 valves need to be replaced. These valves have reached the end of their useful life and are not functioning reliably. During this replacement process, we will also evaluate the need for additional valves due to the distance between the existing valves.

Under traditional methods, the replacement of these valves would require that we shut off and drain the main. This initial phase of the 20-inch main is approximately 60,000 feet in length and only contains two valves that we can rely on to operate properly. Therefore, it is not practical to use the traditional method.

The most efficient method to replace these valves is to contract for the installation of line stops approximately 30 feet on either side of the valve to be replaced. This process involves restraining the pipeline, drilling a 20-inch hole in the pipe through a specialized saddle, and the installation of a temporary rubber faced stopper into the pipeline. The advantage of a temporary stop is to allow the valve replacement to be completed in a much quicker time period, help eliminate the possibility that other valves may break during this process, avoid the need to drain several thousand feet of the main, thus saving water, and greatly reduce the flushing of the main after completion of the valve replacement, again saving water. In an effort to minimize service disruptions and the associated costs, we anticipate having to perform line stops on every other valve. In doing this, we will then have enough working valves on the main to complete the remaining



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replacements in the traditional manner. As this program develops, we will prioritize replacements and add new valves in a manner that allows us to complete this project with the least disruption to our plants and water supply.

For this initial phase, we solicited quotes from the two vendors that provide these services in our area with the results, as follows, on a per-installation basis:

TDW Services (Stone Mountain, GA)	\$17,168.20
Hydra-Stop (Alsip, IL)	\$19,760.00

Staff recommends the approval of TDW Services for this initial phase based on the unit prices quoted for work to be completed over the next 12 months. Actual assignment of work will be based on the unit prices listed above on an as-needed basis (at this time, we anticipate using this service on two or three valves during FY 2008). These services will be funded by the 2008 Operations Budget or by a specific budgeted Capital Project.

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

RESOLVED: to award the initial phase of the Valve Replacement project to TDW Services based on the unit prices quoted for work to be completed over the next 12 months.

Fire Hydrant Security Measures Specification Change: Mr. Etheridge continued with the Water Distribution System Security Recommendation.

During the past decade, CCWA has strived to provide clean and safe water to our customers and has implemented various Water System Security initiatives.

The next step in this process of distribution system security is the implementation of a program to address the vulnerabilities related to hydrants in our distribution system. In researching various methods of providing hydrant security, we discovered three major categories of devices:

- Locks, specialized caps, etc.
- Inline check valve on hydrant lead
- Davidson Hydrant Security Device

After examining the operability, costs, reliability, and other considerations, our staff recommends the Davidson Hydrant Security Device as our standard accepted device.

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Furthermore, we recommend that our Standard Specifications for Water Distribution Systems be modified to require all hydrants installed in our water system after January 1, 2009 be required to have this device. At a later date, the CCWA will also initiate a program to retrofit certain hydrants in our distribution system with this device beginning in water security sensitive locations to be determined.

UPON Motion by John Westervelt and seconded by Lloyd Joiner it was unanimously

RESOLVED: to approve staff's recommendation that our Standard Specifications for Water Distribution Systems be modified to require all hydrants installed in our water system after January 1, 2009 be required to have the Davidson Hydrant Security Device.

Atlanta Lift Station Force Main Bores: Chairman McQueen called on Terry Moy, Manager of Program Management & Engineering, to discuss a recommendation for the Atlanta Lift Station Force Main bores.

This Project is one of three (3) phases that comprise the Atlanta Lift Station Project including:

- Phase 1: Interstate/Railroad Crossings
- Phase 2: Wastewater Forcemain Pipeline
- Phase 3: Lift Station

A Phase 1 Request for Proposals (RFP) was prepared that included major pipeline crossings of I-75, I-285 and the Old Dixie Highway/Central Georgia Railway. This work scope was modified so that the I-285 and Old Dixie Highway/Central Georgia Railway crossings could be authorized under an existing annual services contract that provided significant cost savings to CCWA.

Proposals for the remaining crossing of I-75 were opened and evaluated.

Vendor	Unit Price per foot	Total Proposal Amount*
D&G Boring Inc.	\$1,500	\$510,000
Strack, Inc.	\$750	\$250,000

\* Includes mobilization, insurance and bond costs

Neither of the proposals received was deemed to include a complete approach and cost for performing the required work successfully. Based on the review of the proposals and

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their failure to be fully responsive to the request, staff recommends rejection of proposals and readvertisement of the I-75 work.

The budget for this crossing was estimated at \$576,000. Funding for all 3 major crossings is R&E with a budget of \$1,375,000.

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

RESOLVED: to approve staff's recommendation to reject the proposals for major pipeline crossings of I-75, I-285 and the Old Dixie Highway/Central Georgia Railway and to re-advertise the I-75 work.

18,000 lb. Excavator Bids: Chairman McQueen called on Kevin Osbey, Stormwater Program Manager, to discuss a recommendation for purchase of one 18,000 lb. excavator.

Vendor	Bid	Make/Model
Vermeer Southeast 305 Racetrack Rd McDonough, GA 30252	\$66,106.00	Yanmar Vio 75-A
Atlanta JCB 2679 Barrett Lakes Blvd Kennesaw, GA 30144	\$71,607.93	JCB 8080-ZTS
Mason Tractor Co. 395 Industrial Blvd McDonough, GA 30253	\$73,000.00	Takeuchi TB 180 FRC
Tractor & Equipment Co. 5732 Frontage Road Forest Park, GA 30297	\$75,700.00	Komatsu PC 78 MR-6
ASC Volvo 4520 Pine St Smyrna, GA 30080	\$77,386.70	Volvo ECR 88
Briggs Construction Equipment 305 Equipment Ct Lawrenceville, GA 30045	\$78,939.00	Case CX 80

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Perimeter Bobcat 1637 Forest Parkway Lake City, GA 30260	\$82,371.86	Bobcat 442 MX
METRAC 4500 Wendell Dr. Atlanta, GA 30336	\$86,648.00	John Deere 85D
Cowin Equipment Co 5710 Riverview Road Mableton, GA 30126	No Bid	

The FY2008 budget included funding for the purchase of a new 18,000 lb Zero Tail Swing Compact Excavator. This excavator will be used (shared) by the two Stormwater Pipe Repair/Replacement Crews. Currently, each crew has been equipped with Deere Backhoe/Loaders.

As the Stormwater crews have been in operation for a full year, we have realized some slight inefficiency when using the Backhoe/Loader while replacing long runs of storm drains. These inefficiencies range from an Operator having to constantly restage/relocate the unit while excavating/backfilling to its maneuverability between houses. We have also had issues when having to excavate near existing structures such as fences.

The Stormwater Staff has rented/demoed several Compact Excavators within the weight class of the Deere Backhoe/Loaders. The models in particular are Zero Tail Swing. This means that the back end of the Excavator Cab does not rotate over width of tracks. It also allows the Operator to work continuously and within tight quarters (between houses and next to structures).

Recommendation: Staff recommends purchasing one Yanmar Vio 75-A Compact Excavator from Vermeer Southeast in the amount \$66,106.00. This item was not only the lowest equipment bid but they also have immediate availability. The new purchase was budgeted at \$90,000.00 in the FY 2008 Approved Budget.

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

RESOLVED: to approve the purchase of one Yanmar Vio 75-A Compact Excavator from Vermeer Southeast in the amount sixty-six thousand one hundred six dollars (\$66,106.00).

Huie Site Timber Harvesting Bids: Chairman McQueen called on Jim Poff, Manager of Water Reclamation, to discuss timber harvesting bids for the Huie site.

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The CCWA Board approved the timber sale on a portion of the Huie site at the July 2008 Board meeting. Bids were taken and are tabulated below.

Description / Vendor	Ronald Davis Logging, Inc.	Piedmont Logging	Evans Timber
Lump Sum – Tracts 1B & 1C	\$29,042.00	\$75,500.00	\$113,162.00
Unit Price Per Ton – Tracts 7A, 7E & 7F			
Pine Sawtimber	\$33.00	\$33.00	\$35.25
Pine Chip-n-Saw	\$17.00	\$18.40	\$17.50
Pine Pulp	\$5.20	\$6.25	\$6.50
Pine Super Pulp	\$12.00	\$13.40	\$12.50
HW Pulpwood	\$4.20	\$6.00	\$6.25
HW Pallet	\$11.00	\$13.00	\$15.00

Jordan Forest Products, LLC	No Bid	Quality Forest Products	No Bid
Ocmulgee River Forestry Services	No Bid	Pine Timber Company	No Bid
Auburn Timberlands, Inc.	No Bid	Rayonier, Inc.	No Bid
Bunn Logging, Inc.	No Bid	Scofield Timber	No Bid
East Alabama Lumber Company	No Bid	Southern Forest Industries	No Bid
Gay Wood Company, Inc.	No Bid	Toleson Lumber	No Bid
Georgia Pacific Corporation	No Bid	T. C. Logging, Inc.	No Bid
Keadle Lumber Enterprises, Inc	No Bid	Middle Georgia Timber, LLC	No Bid

Clayton County Water Authority staff and our Timber Consultant, Joel Vinson & Associates recommend selling this timber to the highest bidder, Evans Timber Co. After paying the 7% commission (\$7,921.34) to Joel Vinson & Associates, CCWA will net \$105,240.66 from the lump sum sale and an undetermined amount from the per ton sales based on volume.

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

**RESOLVED:** to authorize the selling of this timber to the highest bidder, Evans Timber Company, and to pay a seven per cent (7%) commission on all timber sale proceeds to Joel Vinson & Associates.

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Utility Tractor Bids for Natural Treatment Systems: Mr. Poff continued with the bids for a Utility Tractor for NTS.

BIDDER	STATE CONTRACT
Wade Tractor & Equipment Griffin, GA	Kubota M9540HDC \$36,161.91 (23% off list)
Wade Tractor & Equipment Griffin, GA	New Holland IN554C4140 \$39,091.35(29% off list)

The FY2008 budget included replacement of two mowing tractors for Natural Treatment Systems (NTS), one 17 years old and one 8 years old. We have expended 140% of the purchase price on the 17 year old tractor in maintenance costs and 82% of the purchase price of the 8 year old tractor. We propose to purchase one new tractor to replace these because it is more efficient and safer on the steep slopes that exist around the wetland cells.

Staff recommends purchasing one Kubota M9540HDC Utility Tractor with dual rear wheels from Wade Tractor & Equipment Sales in the amount of \$36,161.91 under State of Georgia Purchasing Contract. These purchasing contracts are awarded to the vendor that supplies the lowest quote to supply equipment at a percent off current list price. This replacement purchase was budgeted at \$38,500 in the FY 2008 Approved Budget.

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

**RESOLVED:** to approve the purchase of one Kubota M9540HDC Utility Tractor with dual rear wheels from Wade Tractor & Equipment Sales in the amount of thirty-six thousand one hundred sixty-one dollars and ninety-one cents (\$36,161.91) under State of Georgia Purchasing Contract.

Compact Track Loader Bids for Natural Treatment Systems: Mr. Poff continued with the bids for a Compact Track Loader for NTS.

BIDDER	STATE CONTRACT
METRAC Atlanta, GA	John Deere CT332 \$46,085 (22.5% off list)
Yancey Brothers Dacula, GA	Caterpillar 287C \$52,002.53 (23.84% off list)

The FY2008 budget included replacement of a 12 year old loader for Natural Treatment Systems (NTS). The loader is used for maintenance of wetland cells, moving rock at

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construction sites, small grading projects & general upkeep of grounds. The loader is in need of new tracks at a cost of \$8,000 and we have already expended over 70% of the purchase price on maintaining this equipment, therefore, the need to replace this piece of equipment.

Staff recommends purchasing one new 2008 John Deere model CT332 Compact Track Loader from METRAC in the amount of \$46,085 under State of Georgia Purchasing Contract. These purchasing contracts are awarded to the vendor that supplies the lowest quote to supply equipment at a percent off current list price. This replacement purchase was budgeted at \$52,000 in the FY 2008 Approved Budget.

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

**RESOLVED:** to approve the purchase of one new 2008 John Deere model CT332 Compact Track Loader from METRAC in the amount of forty-six thousand eighty-five dollars (\$46,085) under State of Georgia Purchasing Contract.

Phone System/Network Upgrade Recommendation: Chairman McQueen called on Rodney Crowell, MIS Director, to present the Phone System/Network Upgrade Recommendation-Equipment Purchase and Upgrade Implementation Services.

COMPANY	TOTAL PRICE
Adcap Network Systems Alpharetta, GA	\$460,220.80
CDW-G Vernon Hills, IL	No Bid
Cpak Technologies Solutions LaGrange, GA	No Bid
IBM Smyrna, GA	No Bid
Mainline Information Systems Tallahassee, FL	No Bid
Optimus Solutions Norcross, GA	\$431,355.00
Presidio Networked Solutions Norcross, GA	No Bid

Staff recommends that Optimus Solutions be awarded this purchase in the amount of \$431,355.00 for the Telephone System Replacement and associated Network Upgrade

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equipment. These items were included in the FY2008 Operating Budget, as adopted, in the amount of \$500,000.00.

Upon Motion by Marie Barber and seconded by John Westervelt it was unanimously

**RESOLVED:** to award the Telephone System Replacement and Associated Network Upgrade equipment to Optimus Solutions in the amount of four hundred thirty-one thousand three hundred fifty-five dollars (\$431,355.00).

Staff advertised a “Request for Proposal” on professional services to assist with installation of the new telephone system and associated network equipment upgrades. This activity is included in the FY2008 Operating Budget as adopted.

Adcap Network Systems Alpharetta, GA	\$67,264.00
CDW-G Vernon Hills, IL	No Response
C-Pak LaGrange, GA	No Response
IBM Corporation Smyrna, GA	No Response
Mainline Information Systems Tallahassee, FL	No Response
Optimus Solutions Norcross, GA	\$85,000.00
Presidio Networked Solutions, Inc Norcross, GA	No Response

Staff recommends that Adcap Network Systems be awarded the request of professional services for installation of the selected CISCO telephone system and associated network equipment upgrades in the amount of \$67,264.00.

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

**RESOLVED:** to award the professional services for installation of the selected CISCO telephone system and associated network equipment upgrade in the amount of



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sixty-seven thousand two hundred sixty-four dollars (\$67,264.00) to Adcap Network Systems.

CH2M Hill Task Order for Customer Service Improvement Plan: Chairman McQueen welcomed Rick Hirsekorn of CH2M Hill. Mr. Hirsekorn stated that the Authority and CH2M Hill have been in discussion to develop a Customer Service Improvement Plan similar to the Master Plan that was done when the Authority started the Water Resources Initiative. This plan would look at all aspects of our Customer Service-every process, every system, every tool to achieve our goal which is to provide our customers with the best possible service.

CCWA desires to place increasing emphasis on customer service due to changing customer demographics, bill payment issues, call center volume and front counter customer traffic issues. CCWA exists to provide water, sewer and stormwater service to our community, and we desire to be known for excellent customer service. To insure that this is taking place, we plan to utilize the assistance of CH2M Hill and other experts in the industry in developing a Customer Service Improvement Plan.

This plan will include a detailed evaluation of existing CCWA customer service practices and issues including the following tasks:

- Conducting a customer satisfaction/perception survey and developing methods for continuous customer feedback;
- Detailed mapping of CCWA customer service processes and identifying improvements to these processes to improve customer satisfaction, efficiency and utilization of new technologies;
- Review and summary of CCWA customer demographics to provide a better understanding of customer needs;
- Define “Best in Class” customer service and develop ways to evaluate existing and future CCWA customer service performance;
- Identify improvements including staffing levels, organization, technology utilization and other methods of improving customer service.

Project Managers:

CH2M Hill, Engineers – Nancy Barnes  
Clayton County Water Authority – Morris Kelly

Proposed Task Order Amount:

Task Order Amount – Not-to-exceed amount \$244,500.00

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**Funding:**

The project will be funded by Operating Revenues included in our Public Relations budget and Contingency budget.

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

**RESOLVED:** to approve the Customer Service Improvement Plan Task Order OP-08-04 with CH2M Hill in the not-to-exceed amount of two hundred forty-four thousand five hundred dollars (\$244,500).

Fayette County Water Sales Agreement: Chairman McQueen called on Mike Thomas, General Manager, who stated that the Authority has interconnections with all neighboring water authorities.

CCWA and Fayette County currently have two water system interconnections to provide water to each other in case of an emergency need. No formal contract had existed for this arrangement. Steve Fincher drafted a contract which was reviewed by Fayette County staff, signed and returned without any modifications.

This is a simple contract to establish the procedures for taking water from one utility or the other and for pricing the water that is taken.

CCWA staff recommends that the Board approve this contract and authorize the General Manager to sign the agreement.

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GEORGIA, FAYETTE COUNTY  
 GEORGIA, CLAYTON COUNTY

EMERGENCY WATER PURCHASE AGREEMENT

THIS AGREEMENT, made and entered into this 14<sup>th</sup> day of August, 2008, by and between FAYETTE COUNTY (hereinafter called "Fayette County") and the CLAYTON COUNTY WATER AUTHORITY (hereinafter called "Clayton Authority"), both duly and legally created by the General Assembly of the State of Georgia, acting by their duly constituted Boards.

WITNESSETH:

WHEREAS, Fayette County and the Clayton Authority each endeavor to furnish a dependable supply of potable water and adequate fire protection to their customers; and,

WHEREAS, unforeseen conditions can threaten the water supplies of both Fayette County and Clayton Authority; and,

WHEREAS, the parties hereto wish to anticipate these conditions in advance and to make arrangements to share resources to avoid any avoidable interruptions to their customers;

NOW THEREFORE, in consideration of the premises and the mutual undertaking as hereinafter set out, it is mutually agreed by and between Fayette County and Clayton Authority, each acting by and through their duly authorized officials and governing bodies, pursuant to resolution duly, legally and properly adopted, all as the same appear of record on the official minutes of each as follows:

EMERGENCY SALE OF WATER

1. It is anticipated that each party hereto shall remain responsible for all of the supply needs of their respective systems, including those needs that might arise from time to time from normal operations, including droughts, line breakages and other such foreseeable events, and that neither party shall assume that it will be able to utilize the supplies of the other on a routine basis. However, in the event of an unexpected interruption of supply, Fayette County and the Clayton Authority each agree to sell to the other, treated water on an "as needed" basis, in such quantities as can be reasonably delivered without jeopardizing the ability to meet its own system requirements.

No party shall initiate water withdrawals from the system of the other without first making the request to the manager, or their designee, of the supplying system and receiving authorization to proceed from the Manager, or their designee, of the supplying system. Additionally such requests must be followed by a formal written request delivered to the Manager of the supplying system within 72 hours, after which a formal written authorization of the supplying system will be issued. For purposes of this Agreement, the Manager for Fayette County shall be the Director of the Water System, and the Manager for Clayton Authority shall be the General Manager of the Clayton County Water Authority.

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WATER RATES

2. For the purposes of this agreement only, all water delivered pursuant hereto shall be metered and shall be charged to and reimbursed by Fayette County and the Clayton Authority to the other, as appropriate, at the then prevailing rate for governmental customers, or if no governmental customer rate exists, at the then prevailing retail rate of the supplying party.

METERING

3. A tie-in meter exists for transfer of water on an emergency basis between Fayette County and the Clayton Authority at the following locations: County Line Road and Highway 85. It is agreed that additional tie-ins can be requested by either party, and that the cost of piping, valves, meters, meter vaults, etc., shall be negotiated between the parties. Each party agrees that it shall pay to the other, at the agreed rate, for all water delivered thru these meters.

TERM

4. This Agreement shall expire on the 31<sup>st</sup> day of December, 2008. It shall thereafter automatically renew, annually, for an additional one year term, each successive term expiring on December 31 of each year. Notwithstanding anything to the contrary, either party may cancel this agreement, without cause, with 60 days written notice delivered to the General Manager of the other party.

IN WITNESS WHEREOF, the parties hereto acting by and through their duly authorized officers, pursuant to appropriate resolutions, hereinbefore duly and properly adopted by each, have caused this Agreement to be executed in quadruplicate, and the official seals of each properly affixed as of the day and year first above written.

Approved as to form:

  
\_\_\_\_\_  
Attorney for Fayette County

Fayette County

  
\_\_\_\_\_  
Chairman  
  
\_\_\_\_\_  
Secretary



Approved as to form:

\_\_\_\_\_  
Attorney for Clayton County Water Authority

Clayton County Water Authority  
\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary (SEAL)

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Upon Motion by Lloyd Joiner and seconded by Marie Barber it was unanimously

RESOLVED: to approve the Emergency Water Purchase Agreement with Fayette County and to authorize the General Manager to sign the agreement.

Upon Motion by Wes Greene and seconded by John Westervelt 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.

The Board returned to open session.

Mr. Thomas wanted to update the Board on the laptop theft issue. We do not believe that any information was compromised, but the Authority is taking every precaution. We gave initial notification and then worked with our insurance company to identify some additional protection that we can give to our employees and other individuals whose information was potentially included. The Authority is working with a Policy Solutions Company who will offer a year's worth of credit monitoring to everyone that we list, with an "opt" out clause if anyone does not want to participate.

Mr. Thomas stated that the sale of the corner property and closing is complete.

Upon Motion by Marie Barber 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.

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Pete McQueen, Chairman

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Walter Marie Barber, Secretary/Treasurer