

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

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

Present at the meeting were: Chairman, Pete McQueen, Vice Chairman, John Chafin, Secretary/Treasurer, Marie Barber, Board Members, John Westervelt, Oscar Blalock, Rodney Givens and Sophia Haynes; General Manager, P. Michael Thomas, Deputy Manager, Mike Bennett, Legal Counsel, Steve Fincher of Fincher, Denmark & Williams, other CCWA staff and visitors.

Chairman McQueen called on Pamela Hill, Call Center Supervisor, 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 July 7, 2011. 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 period ending June 30, 2011.

Recognition: Chairman McQueen called on Jim Poff, Water Reclamation Manager to recognize Dan Doss for his 25 years of service. Jim thanked Dan for his hard work and dedication and presented him with his 25-year service pin. Chairman McQueen called on Herbert Etheridge, Distribution & Conveyance Manager, to recognize Bernard Franks, Technical Services Foreman, for his 15 years of service. Herbert thanked Bernard for his hard work and dedication and presented him with his 15-year service pin.

Chairman McQueen called on Ed Durham, HR Director, to recognize the CCWA Summer Interns. Ed introduced Pat Heinzerling, Training Coordinator, who presented each intern and shared their experiences with CCWA. The interns are: Matt Cannon, a Lovejoy High School Graduate – Stormwater; Quang Kieu of Mt. Zion High School – Hicks Plant Lab; Allen Moore, a student at Gordon College – Water Reclamation; and Tammy Spikes of Jonesboro High School – Customer Accounts.

Gasoline and Diesel Fuel Annual Contract Bid Recommendation: Chairman McQueen called on Teresa Adams, General Services Manager, to present the Gasoline and Diesel Fuel Annual Contract Bid Recommendation.

OPIS (Oil Price Information Service) is the world's most widely accepted fuel price benchmark for supply contracts and competitive positioning. The fuel bids are based on OPIS weekly published wholesale prices plus differentials. The price differential is the marketer's profit. Data of wholesale fuel prices are collected weekly by City, Monday through Friday. The averages of these prices are determined on Friday, and published on Monday. During June 2011, CCWA's average unleaded fuel rate was \$ 3.23 per gallon, and diesel fuel rate was \$ 3.31 per gallon. Retail rate on average for unleaded was \$ 3.75 per gallon, and diesel was \$3.95 per gallon. Over the last 12 months, CCWA's total fuel cost was approximately \$ 709,000.00.

COMPANY NAME	UNIT PRICES (OPIS + Differentials) price per gallon			TOTALS
	GASOLINE	LOW SULFUR	LOW SULFUR RED DYE	
	Est. Qty. 120,000 gallons	Est. Qty. 120,000 gallons	Est. Qty. 110,000 gallons	
The Fuel Desk, LLC Cumming, GA 30040	OPIS + 0.0130	OPIS + 0.0130	OPIS + 0.0230	\$5,650.00
B & B Oil Company East Point, GA 30344	OPIS + 0.0145	OPIS + 0.0145	OPIS + 0.0455	\$8,485.00
Lance Oil Company Smyrna, GA 30082	OPIS + 0.0190	OPIS + 0.0190	OPIS + 0.0525	\$10,335.00
Mansfield Oil Company Gainesville, GA 30501	OPIS + 0.0614	OPIS + 0.0539	OPIS + 0.0539	\$19,765.00
Petroleum Traders Corp. Ft. Wayne, IN 46804	OPIS + 0.0207	OPIS + 0.0253	OPIS + 0.2	\$27,520.00

TOTALS: This Evaluation Criteria is based on multiplying the Estimated Quantities by the Unit Differential Prices to determine the overall comparison based on the marketer's price, and excluding OPIS fuel price.

Staff recommends this contract be awarded to the lowest responsive bidder, The Fuel Desk, LLC based on its above unit differential prices. 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. If The Fuel Desk, LLC cannot meet CCWA's requirements, then we would award to the next lowest, responsive bidder, B & B Oil Company based on its above unit differential prices.

UPON Motion by John Chafin and seconded by Oscar Blalock it was unanimously

RESOLVED: to award the contract for Gasoline and Diesel Fuel to lowest responsive bidder, The Fuel Desk, LLC based on the unit prices listed above contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Flatbed Trailer Bid Recommendation: Chairman McQueen called on Teresa Adams, General Services Manager, to present the Flatbed Trailer Bid Recommendation.

Vendor	Bid	Make/Model
KNAPHEIDE MIDSOUTH 1308 Hwy 41 N. Building 4 Milner, GA 30257	\$ 19,929.86	Knapheide KTEC
INTERSTATE TRUCK EQUIPMENT, INC. 2740 Sullivan Road College Park, GA 30337	\$ 22,986.00	ITE 1296 FB
PALFLEET TRUCK EQUIPMENT 5178 Old Dixie Hwy Forest Park, GA 30297-2612	\$ 22,390.00	Taylor Pump & Lift – Lube Master
Advance Auto Parts 5720 Georgia 54 Lake City, GA 30260	NO BID	
Goodwin's Truck & Equipment 431 Old Dixie Way Forest Park, GA 30297-3213	NO BID	
Smyrna Truck Equipment 2158 Atlanta Road Smyrna, GA 30080	NO BID	
Superior Truck & Equipment 66 Arcado Road Southwest Lilburn, GA 30047-2903	NO BID	

This Flatbed is being purchased to be installed on an existing 2011 Ford F550 to be used as the replacement unit of the current fuel and service truck.

Staff recommends purchasing one Knapheide KTEC Flatbed from Knapheide Midsouth in the amount of \$19,929.86.

Due to a budget deferment request not being made to defer \$25,000 from FY 2010 to FY 2011 Capital Budget, a budget revision of \$20,000 will be required from Budget Unit 101 Contingency Fund.

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

RESOLVED: to award the bid for purchase of Flatbed Trailer to Knapheide Midsouth in the not to exceed amount of \$19,929.86 as requested and outlined above.

Easement Cleaning Machine Bid Recommendation: Chairman McQueen called on Herbert Etheridge, Distribution & Conveyance Manager, to present the Easement Cleaning Machine Bid Recommendation.

Vendor	Bid	Make/Model
P&H Supply Co, Inc. Warrenton, GA	\$37,916.00	3T Prowler
Adams Equipment White Plains, GA	No Bid	
Environmental Products of Georgia Atlanta, GA	No Bid	
Enviroquip College Park, GA	No Bid	
Municipal Equipment Sales Woodstock, GA	No Bid	
Pats Pumps and Blowers Cumming, GA	No Bid	
Sewer Equipment Company Glenview, II	No Bid	

Recommendation: Bid packages were mailed to 24 vendors to include the specialized vendors listed above, and one bid was received. The Bid Package called for this unit to be powered by a Diesel Engine; however the bidding vendor made an unsolicited note in their package that a unit with a gasoline engine was available for a price of \$32,516.00. This equipment did not meet our specifications for the carrier track system.

As the only bid received did not meet all specifications and was over our budget by \$3,416.00 Staff recommends that this bid be rejected. If so approved, a new bid will be advertised with options for both diesel and Gasoline Engines and Staff will also follow up with the vendors in an attempt to receive additional bids.

UPON Motion by John Westervelt and seconded by Sophia Haynes it was unanimously

RESOLVED: to approve request to reject the bid of the only vendor who responded to initial bid, but did not meet required specifications with amount over budget.

CCTV Truck and Equipment Sole Source Purchase Recommendation: Chairman McQueen called on Herbert Etheridge, Distribution & Conveyance Manager to present the CCTV Truck and Equipment Sole Source Purchase Recommendation.

CCWA currently owns two CCTV units to inspect our Wastewater Conveyance System for defects, sources of infiltration, and to identify causes of sewer backups and overflows. In addition to the van mounted unit that we are requesting to replace, we also operate a unit mounted on a 6 WD All Terrain carrier for work to be performed off the roadway. Both pieces of this CCTV equipment, hardware, software, cameras, and transporters were procured through a Request For Bids and purchased from CUES, Inc. In addition to the two units mentioned above, we have procured and installed several add on software packages from CUES to interface with our GIS Program and Cityworks (our Computerized Maintenance Management Software Program).

The equipment being replaced is 10 years old and has reached the end of its service life for the chassis, generator, reel system, and the computer hardware. In reviewing replacement options it would appear that a competitive bid process is cost prohibitive as we would have to acquire new software, software modules, cameras and transporters along with the cost to integrate the CCTV software with our current GIS and Cityworks software. Additionally, we would be required to both maintain, and pay annual software update fees, for two software packages and modules (as our 6 WD all terrain unit is using CUES equipment/software) or replace that unit also. Using two vendors for CCTV Equipment/Software would not be a desirable solution from a GIS/Cityworks perspective. Based on the estimated additional cost to procure this equipment replacement through an open competitive process Staff recommends purchasing one CUES Van/Cube Body CCTV Unit from CUES, Inc. through their exclusive Georgia Sales Representative, Adams Equipment Company, in the amount of \$129,930.00.

This purchase will include the Chassis, Cube Van, CCTV Hardware, Generator, Heat/AC units, migration of our existing software licenses to the new equipment, reels and cables, and other various equipment as quoted. We will use our currently owned Cameras and Transporters as they are CUES Equipment and are in good shape. Funding for this purchase was included in the FY 2011 Budget in the amount of \$137,000.00

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

RESOLVED: to award the bid for the Van/Cube Body CCTV Unit and all associated equipment to CUES, Inc. through their exclusive Georgia Sales Representative, Adams Equipment Company, in the not to exceed amount of \$129,930.00 as requested and outlined above.

Casey WRF Clarifier Rehabilitation Bid Recommendation: Chairman McQueen called on Jim Poff, Water Reclamation Manager, to present the Casey WRF Clarifier Rehabilitation Bid Recommendation.

The secondary clarifiers at the W.B. Casey Water Reclamation Facility (WRF) are approximately 160 feet in diameter, 20 feet deep and were originally constructed in 2004. As a part of CCWA's planned asset management program the first of the three clarifiers was scheduled for recoating of submerged metal equipment and observed concrete deterioration.

Staff prepared a Request For Bids (RFB) and conducted a mandatory site visit as a part of the procurement process. To aid the prospective contractors in understanding the work, CCWA staff arranged to drain the clarifier for the site visit. Observations of additional concrete deterioration were noted at this time and were added by Addendum to the scope of services requested in the RFB.

Bids were opened on July 12, 2011 with the results as noted in the table below.

Bidder	Amount	Evaluation
LLAMAS Coatings Inc.	\$98,930.00	Unresponsive
Graydaze Contracting	\$106,209.00	Unresponsive
Mechanical Jobbers	\$148,300.00	

A detailed evaluation noted that all of the bids exceeded the planned project budget and that the additional concrete restoration work observed during the tank draining was a contributing factor to increased costs. Two of the bids were also not fully responsive to the bid request.

Based on the above, staff recommends that no award be made for this work and that the work be rebid as a part of the next fiscal year's projects with additional funding.

UPON Motion by Oscar Blalock and seconded by Marie Barber it was unanimously

RESOLVED: to approve staff's recommendation to not award a bid for the Casey WRF Clarifier Rehabilitation at this time and that the work be rebid as part of next fiscal year's projects with additional funding as requested and outlined above.

Forest Parkway Emergency Stormwater Repair Proposal Recommendation:
 Chairman McQueen called on Terry Moy, Program Management & Engineering Manager, to present the Forest Parkway Emergency Stormwater Repair Proposal Recommendation.

Approximately 220 feet of 66-inch corrugated metal storm pipe is in need of repair/replacement. A connecting upstream segment of pipeline was rehabilitated using a "trenchless" method, cured in place pipe (CIPP) last year and it was intended that the same process could be used on this segment. Follow up investigations showed the pipe had deteriorated beyond what CIPP methods can structurally support.

At the July meeting the Board approved a motion to go forward with an accelerated Request For Proposals (RFP) process to address this item. The RFP was developed using a "performance based" approach and allowed both trenchless and direct excavation methods. Proposals were received and opened on July 26, 2011 as follows:

	Rockdale Pipeline	Ruby Collins Option 1	Ruby Collins Option 2	Ruby Collins Option 3	Strack	UAM Option 1	UAM Option 2
Quals & Exp	16.5	10.8	13.2	16.5	16.5	16.5	15.6
References	14.8	0	2.4	14	14.8	13.6	13.6
Approach	11	10.86	11	10.71	11.86	13.43	12.43
Costs	11.19	16.57	14.45	11.68	20.24	28.71	30
Final Score	53.49	38.23	41.05	52.89	63.4	72.24	71.63
Ranking	4	7	6	5	3	1	2
	\$607,688	\$410,306	\$470,594	\$582,081	\$335,962	\$236,820	\$226,645

UPON Motion by John Westervelt and seconded by Rodney Givens it was unanimously

RESOLVED: to award the contract for Forest Parkway Emergency Stormwater Repairs to Utility Asset Management in the not to exceed amount of \$236,820 contingent upon obtaining easement/release from the property owner and authorization for additional grouting, if needed, at the unit cost provided in the contract; contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Emergency Sewer Extension for National Guard Armory Recommendation:
Chairman McQueen called on Mike Thomas, General Manager, to present the Emergency Sewer Extension for National Guard Armory Recommendation.

The purpose of this project is to construct approximately 3,800 linear feet of gravity sanitary sewer lines to serve the existing Georgia National Guard Building and an existing apartment complex (The Park at Fort Gillem). Both properties are currently served sanitary sewer with private pump stations that pump to a receiving system in Fort Gillem and then into the CCWA sewer system. Ft. Gillem will be closing September 16, 2011 but they have pledged to maintain the sanitary sewer system until all properties that are part of the Base Realignment and Closure plan exchange ownership.

CCWA staff has been meeting with representatives of the Georgia National Guard and owners of the apartment complex to identify the most appropriate way to serve these properties. After evaluating several alternatives, the selected approach is to extend gravity sewer from the south side of Forest Parkway to these properties. This sewer extension will allow other property owners in this area to tie into sewer at their convenience. CCWA can recoup our costs by charging a per acre fee to tie into the sewer.

The Georgia National Guard and the apartment owners have agreed to pay a share of this extension based on their percentage of acreage in the proposed sewer drainage basin. This would result in the Georgia National Guard paying 23% and the apartment owners paying 24% of the sewer extension costs.

Estimated cost for sewer extension is \$340,000. CCWA staff recommends Board approval of this sewer extension utilizing existing annual contracts with Tom Davidson and Sons and Turpin boring in order to complete this extension as soon as possible. Any new sewer taps would require payment of existing impact fees for new customers and a per acre fee based on the final project cost, estimated to be \$2,400 per acre. Funding is available in the Renewal & Extension Fund.

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

RESOLVED: to approve request to extend sewer line under the existing annual contracts with Tom Davidson and Sons and Turpin as requested and outlined above.

Upon Motion by Oscar Blalock and seconded by Sophia Haynes 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.

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

RESOLVED: to settle the first workers compensation case as discussed in Executive Session based on recommendations of attorney for the amount requested. Sophia Haynes abstained from voting.

UPON Motion by John Westervelt and seconded by Oscar Blalock it was unanimously

RESOLVED: to settle the second workers compensation case as discussed in Executive Session based on recommendations of attorney for the amount requested.

Mr. Thomas stated that \$30,000 was budgeted for the McVickers Cemetery Restoration project. CCWA will clear debris, repair fencing, reset stones, clear pines, etc. to restore the historic cemetery. Southeastern Archaeological Services will notify any descendants of plans to restore the cemetery. He requested a project budget of \$26,000 to complete this restoration project.

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

RESOLVED: to approve budget request for McVickers Cemetery Restoration project in the not to exceed amount of \$26,000.

UPON Motion by John Chafin 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.

Pete McQueen, Chairman

Walter Marie Barber, Secretary/Treasurer