

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting, November 3, 2011

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, 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 Bridgett Graham, Wastewater Lab Analyst, 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 October 6, 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 September 30, 2011.

Recognition: Chairman McQueen called on Kevin Osbey, Stormwater Program Manager, to recognize Shayla Nealy, Water Resources Engineer. Shayla was selected as an honoree for the *Georgia Trend* magazine's 2011 40 Under 40 – Georgia's Best and Brightest. Kevin presented the write up from the magazine highlighting Shayla's contributions to the community. He congratulated and thanked her for her continued hard work and positive representation in the community and for the Water Authority.

Reservoir Circulator Device Proposal Recommendation: Chairman McQueen called on Guy Pihera, Water Production Manager, to present the Reservoir Circulator Device Proposal Recommendation.

Bio-chemicals produced by Blue/Green algae are the primary cause of taste and odor in our reservoirs. An algae control program utilizing chemical algaecides has been successfully in place in our raw water reservoirs since the early 1990's. In an effort to replace chemical treatment we are recommending that a reservoir circulation system be installed in Shamrock Reservoir. If successful we would evaluate funding and deployment of these systems in additional reservoirs. The use of circulators primarily for drinking water taste and odor applications has been proven effective although suppliers of this equipment are limited. As well as cost, proposals were evaluated on success of reference projects and strength of a performance guarantee. Proposals were received from two vendors and details are listed below.

Scoring Results:

A panel of four staff independently evaluated proposals for Qualifications and Experience and Performance Guarantee scoring. Scores from the four staff members were averaged and are listed below. Telephone interview references were checked by Guy Pihera and scores are listed below. Costs were opened and scored separately after all other scoring was completed.

Vendor	Cost (Max 30)	Qualifications and Experience (Max 10)	Performance Guarantee (Max 30)	References (Max 30)	Total Points (Max 100)
SolarBee	23 points (\$178,350)	9.5	25	29.67	87.17
Lanier Contracting	30 points (\$136,587)	4.75	10.25	9.80	54.80

Evaluation Notes:

References – SolarBee provided solid references for projects that have successfully controlled blue green algae in drinking water applications for a number of years. Lanier references included only one installation that demonstrated control for less than 1 year.

Performance Guarantee - SolarBee offers 66% money back after 1 year if not satisfied with water quality results. Lanier offers to increase the number of units supplied if results are not satisfactory without specifying terms of pricing for additional units. Both vendors' proposals include 3 units.

Recommendation:

Staff recommends award of this project to SolarBee.

UPON Motion by Sophia Haynes and seconded by Rodney Givens it was unanimously

RESOLVED: to defer approval of staff's recommendation until the Board receives more information including a detailed analysis and justification of the recommendation.

Huie Timber Management Proposal Recommendation: Chairman McQueen called on Jim Poff, Water Reclamation Manager to present the Huie Timber Management Proposal Recommendation.

Project Background

The Clayton County Water Authority (CCWA) requested proposals for Scope (A) and Scope (B) detailed below, to provide Timber and Forest Management services for approximately 3,137 acres in Clayton County, Georgia. These services will be used in the development of long term site management plan for our E.L. Huie Jr. Natural Treatment Systems land.

Scope (A)

1. Prepare a land cover inventory with mapping to include the following types at a minimum; timber stands with dominant species, bottomland wetlands, constructed treatment wetlands, open water, meadows/pasture and other appropriate types.
2. Develop and map a ten year timber management plan that includes an inventory of merchantable and pre-merchantable timber; proposed harvesting schedule to include harvest year with projected schedule of timber value by area. Additional management activity planning to maximize timber value.
3. Develop a plan to manage the property, timber and land cover to enhance wildlife and bird habitat for both game and non-game species.
4. Provide a proposal to manage reforestation activities in varied habitats.
5. Provide all mapping/survey/exhibit information in ESRI ArcGIS shapefile formats compatible with CCWA databases. Provide sample electronic deliverable(s) in proposed format for CCWA approval prior to initiating any field work so that we may confirm acceptability.

To support project work, CCWA can provide aerial photography and 2 feet contour interval topography and can support field GPS data collection with access to CCWA's Virtual Reference Station (VRS).

Scope (B)

1. Provide a proposal for a five year contract to manage individual timber sales; which will include advising CCWA on optimum timing to take advantage of peak market conditions. CCWA will retain the right of refusal and ability to negotiate each individual sale.
 - To act as the Authority’s agent in procuring a contractor to purchase timber located on CCWA property. Supervising the bidding process, harvesting and sale of timber.
 - Producing a list of potential buyers.
 - Defining volumes, values and species of timber to be sold.
 - Distributing invitations to quote and soliciting bids along with reviewing bids.
 - Providing recommendation of award of bid up to presenting at our board meeting.
 - Consulting with CCWA regarding awarding a contract for sale of timber to successful bidder, negotiation of terms.
 - Drafting the contract for sale of timber, subject to CCWA review.

Evaluation Criteria:

Item	Criteria – Scope (A) & Scope (B)	Points
1	Qualifications/Experience of the Project Team and Sample Plan – Ability to perform competently and proficiently, and experience in performing similar projects.	25
2	Project Understanding and Approach – Submittal of commitment to project and understanding of the scope and necessary tasks involved.	25
3	References – Response of references provided in the proposal.	10
4	Cost Proposal – Willingness to provide the required services at a competitive price.	40
	Total Points Without Presentation	100
5	Oral Presentation – By short-listed Firms (if requested by CCWA).	20
	Maximum Total Points With Presentation	120

Scope A Result:

COMPANY	Score	Cost
TIMBER MANAGEMENT, INC. MACON, GEORGIA	95.21	\$41,973.06
JOEL VINSON & ASSOCIATES, INC. FORSYTH, GEORGIA	71.33	\$77,640.75

Scope B Result:

COMPANY	Score	Cost
TIMBER MANAGEMENT, INC. MACON, GEORGIA	96.91	6.75%
JOEL VINSON & ASSOCIATES, INC. FORSYTH, GEORGIA	90.14	7.00%

CCWA staff recommends that we award Scope A (Forest & Timber Management Plan) to Timber Management, Inc. for a cost of \$41,973.06. Staff also recommends that we award a five year contract to Timber Management, Inc. for Scope B (Timber Sales) allowing them to make a 6.75% commission on all sales they manage after CCWA approval. Funding source for the plan will be the operating budgets of Natural Treatment Systems.

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

RESOLVED: to approve staff's recommendation to award Scope A to Timber Management, Inc. for the not to exceed amount of \$41,973.06 and to award the five-year contract to Timber Management, Inc. for Scope B contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract documents.

31,000 lb Crew Cab Chassis, Dump Body & Compressor Bid Recommendation:
Chairman McQueen called on Teresa Adams, General Services Manager, to present the 31,000 lb Crew Cab Chassis, Dump Body & Compressor Bid Recommendation.

Vendor	Bid	Make/Model/Engine
Middle GA Freightliner Macon, GA	\$69,600.00 Met 76 of 76	Freightliner M2 – 106 Cummins ISB with Park Regen Switch
Rush Truck Centers of GA Atlanta, GA	\$75,973.00 Met 75 of 76	International 4300 Crew MaxxForce DT
Peach State Freightliner Norcross, GA	\$79,617.00 Met 76 of 76	Freightliner M2 – 106 Cummins ISB with Park Regen Switch

Vendor	Bid	Make/Model
Interstate Truck Equipment, Inc. College Park, GA	\$26,246.00 Met 36 of 36; 18 of 18	Flat Bed: ITE 1496FBD Compressor: Vanair Model 125/185 UDSM (2011)
Palfleet Truck Equipment Co. Forest Park, GA	\$27,000.00 Met 24 of 36; 17 of 18	Flat Bed: Blue Ridge Manufacturing Canyon CT 1428 Compressor: Boss 8060 VBI
Knapheide Midsouth Milner, GA	\$30,156.05 Met 32 of 36; 18 of 18	Flatbed: (Non responsive) Compressor: (Non responsive)

Staff recommends purchasing one new 31,000 lb Crew Cab & Chassis from Middle GA Freightliner in the amount of \$69,600.00, and staff recommends purchasing one new 14' Flat Bed Dump Body and Under Body Air Compressor from Interstate Truck Equipment, Inc. in the amount of \$26,246.00 which gives a total purchase of 95,846.00.

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

RESOLVED: to approve the purchase of one 31,000 lb Crew Cab & Chassis from Middle GA Freightliner in the not to exceed amount of \$69,600.00 and one new 14' Flat Bed Dump Body and Under Body Air Compressor from Interstate Truck Equipment, Inc. in the not to exceed amount of \$26,246.00 as requested and outlined above.

56,000 lb Tandem Axle Cab & Chassis Bid Recommendation: Chairman McQueen called on Teresa Adams, General Services Manager, to present the 56,000 lb Tandem Axle Cab & Chassis Bid Recommendation.

Vendor	Bid	Make/Model/Engine
Middle GA Freightliner Macon, GA	\$87,550.00 Met 84 of 85	Freightliner M2 – 112 Detroit Diesel Engine with Park Regen Switch
Peach State Freightliner Norcross, GA	\$96,179.00 Met 84 of 85	Freightliner M2 – 112 Detroit Diesel Engine with Park Regen Switch
MHC Kenworth Mableton, GA	\$98,250.00 Met 76 of 85	Kenworth T440 Cummins ISL9 Engine
Rush Truck Centers of GA Atlanta, GA	\$103,993.00 Met 83 of 85	International 7600 6 x 4 Cummins ISM or Caterpillar C13
Advantage Truck Center Charlotte, NC	\$109,964.32 Met 85 of 85	Volvo VHD 64 BT Volvo Engine

Staff recommends rejecting all bids and rebidding the purchase of one new 56,000 lb Tandem Axle Cab & Chassis.

UPON Motion by Marie Barber and seconded by Sophia Haynes it was unanimously

RESOLVED: to approve staff's request to reject all bids and re-bid the purchase of one new 56,000 lb Tandem Axle Cab & Chassis.

Annual Tree Removal Contract Bid Recommendation: Chairman McQueen called on Kevin Osbey, Stormwater Program Manager, to present the Annual Tree Removal Bid Recommendation.

BID COMPARISON			Typical Work Orders	PRO-TREE, INC. Jonesboro, GA	PREMIER TREE & SHRUB CARE, LLC Monroe, GA	CASEY TREE EXPERTS Lilburn, GA	RHINO SERVICES, LLC Palmetto, GA	RACE-BUY, INC. dba COUNTY LINE TREE Griffin, GA					
#	Services	Units of Measurement	QTY.	Bid	Bid x Qty	Bid	Bid x Qty	Bid	Bid x Qty	Bid	Bid x Qty	Bid	Bid x Qty
1	Tree cutting and removal.	caliper in	1 @ 18"	\$25 - \$50	Non Resp	\$48	\$864.00	\$48	\$864.00	\$28	\$504.00	\$17.25	\$310.50
			2 @ 12"		Non Resp		\$1,152.00		\$1,152.00		\$672.00		\$414.00
			6 @ 8"		Non Resp		\$2,304.00		\$2,304.00		\$1,344.00		\$828.00
2	Stump, sapling, grinding, and removal to landfill.	caliper in	1 @ 18"	\$2 - \$4	Non Resp	\$11.50	\$207.00	\$12	\$216.00	\$3	\$54.00	\$2.25 - \$3.25	Non Resp
			1 @ 12"		Non Resp		\$138.00		\$144.00		\$36.00		Non Resp
			2 @ 8"		Non Resp		\$184.00		\$192.00		\$48.00		Non Resp
3	Emergency tree removal.	caliper in	1 @ 16"	\$35 - \$60	Non Resp	\$65	\$1,040.00	\$68	\$1,088.00	\$56	\$896.00	\$24.75	\$396.00
4	Crown thinning and chipping or removal of debris.	caliper in	8 @ 6"	\$25 - \$50	Non Resp	\$52	\$2,496.00	\$35	\$1,680.00	\$14	\$672.00	\$14.25	\$684.00
5	Corrective pruning or dead limb/dangerous branch removal.	hour	8	\$125/man	Non Resp	\$135	\$1,080.00	\$200	\$1,600.00	\$150	\$1,200.00	\$295	\$2,360.00
6	Bush-hogging/brush clearing mechanically.	hour	8	\$125/man	Non Resp	\$65	\$520.00	\$130	\$1,040.00	\$65	\$520.00	\$150	\$1,200.00
7	Bush clearing where no access is available for equipment.	hour	12	\$100/man	Non Resp	\$135	\$1,620.00	\$130	\$1,560.00	\$35	\$420.00	\$325	\$3,900.00
8	Consultation services for items related to tree services such as tree inventories and surveys.	hour	6	\$125	\$750.00	\$75	\$450.00	\$75	\$450.00	\$45	\$270.00	N/A	Non Resp
9	Fertilization of application zone.	hour	8	N/A	Non Resp	\$55	\$440.00	\$75	\$600.00	\$45	\$360.00	N/A	Non Resp
10	Vertical mulching of application zone.	hour	12	N/A	Non Resp	\$60	\$720.00	\$75	\$900.00	\$275	\$3,300.00	N/A	Non Resp
TOTALS													
per Typical Work Order							\$13,215.00		\$13,790.00		\$10,296.00		

Staff recommends this contract be awarded to the lowest, responsive bidder, Rhino Services, LLC as the primary contractor and Premier Tree & Shrub Care, LLC as the secondary contractor, based on the listed unit bid prices.

If Rhino Services, LLC cannot meet CCWA's contractual requirements, CCWA will award the contract to the next responsive bidder, Premier Tree & Shrub Care, LLC as the primary and Casey Tree Experts, as the secondary contractor.

CCWA will initially offer each work assignment to the primary contractor outlining the scope of work and scheduling requirements. If the primary contractor is not available to perform the work, CCWA will offer the same work assignment (scope of work and scheduling requirements) to the secondary contractor. The scope of work and scheduling requirements are based on an "as needed, when needed" basis. No minimum amount of work under this contract is guaranteed by the CCWA.

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. Contract time period is from January 1, 2012 through December 31, 2012.

Pro-Tree, Inc. and Race-Buy, Inc. d.b.a. County Line Tree bid submittals were deemed non-responsive as identified next to their unit bid prices because a single unit price was not provided for certain bid items.

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

RESOLVED: to approve the contract for Annual Tree Removal Services to the lowest responsive bidder, Rhino Services, LLC as the primary contractor and Premier Tree & Shrub Care, LLC as the secondary contractor as stated outlined above, contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Stormwater Community Relations Task Order Recommendation: Chairman McQueen called on Kevin Osbey, Stormwater Program Manager, to present the Stormwater Community Relations Task Order Recommendation.

The purpose of this Task Order is to develop a Public Education Campaign Plan for informing targeted stakeholders about key issues associated with the stormwater program.

The Plan includes:

- Establishing goals and strategies for an outreach effort,
- Identifying primary stakeholders,
- Assessing existing communication programs and support resources to support the Plan,
- Tailoring communication strategies,
- Developing communication materials,
- Determining the identified distribution channels for reaching the primary stakeholders, and
- Setting the success measures to determine the campaign's effectiveness.

The work will be completed over a 3 month period including workshops.

Task Order Information

Task Order Amount \$66,200
Funding SW Operating Funds

Project Managers

Jacobs, Engineers Tom Kelley
Clayton County Water Authority Kevin Osbey

UPON Motion by Marie Barber and seconded by Rodney Givens it was unanimously

RESOLVED: to award the contract for Stormwater Community Relations Support to Jacobs Engineers for the not to exceed amount of \$66,200.00 as requested and outlined above and to authorize the General Manager to sign the contract documents.

Georgia National Guard 8” Sanitary Sewer Extension Bid Recommendation:
Chairman McQueen called on Terry Moy, Program Management and Engineering Manager, to present the Georgia National Guard 8” Sanitary Sewer Extension Bid Recommendation.

CCWA has continued to support work associated with the Base Realignment and Closure (BRAC) plan for Fort Gillem. Two existing CCWA water customers, The Georgia National Guard and an adjacent housing complex, that will lose access to sewer service when the transition takes place have requested an extension of existing sanitary sewers.

The work includes the construction of approximately 3,700 linear feet of 8-inch diameter gravity sewers. The work will replace one of two private pump stations and related forcemains. The surveys, engineering and design of the project were completed by CCWA.

The project bids were opened on October 20th. Eight bids were received with the results shown in the table below.

Bidders	Total Bid
Hall Construction	\$263,465.00
Strack, Inc.	\$292,833.15
Greystone Grading Inc.	\$297,975.00
Jones General Contracting	\$304,250.00
Mid-South Builders Inc.	\$316,895.00
Turpin Inc.	\$428,606.50
Site Engineering	\$433,300.00
D&L Contractors LLC*	\$580,688.00

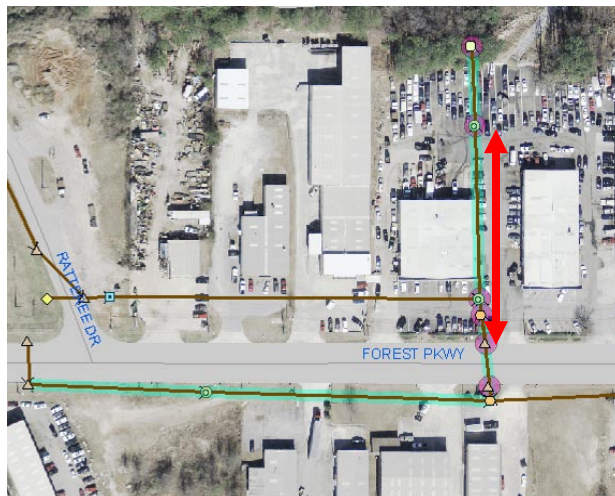
*Non Responsive - Incomplete submittals

Staff recommends award to Hall Construction in the amount of \$263,465.00, contingent on the acquisition of necessary easements. The Georgia National Guard and housing complex have agreed to pay prorated shares for the work which will amount to 47% of the construction costs. Funding for this project will be from R&E Funds.

UPON Motion by Marie Barber and seconded by Rodney Givens it was unanimously

RESOLVED: to award the contract for the Georgia National Guard 8” Sanitary Sewer Extension to Hall Construction in the not to exceed amount of \$263,465.00 as requested and outlined above, contingent upon approval of bonds and insurance as required by specifications and to authorize the General Manager to sign the contract documents.

Forest Parkway Stormwater Improvements Update: Chairman McQueen called on Terry Moy, Program Management and Engineering Manager, to present the Forest Parkway Stormwater Improvements Update.



In July the Board approved a request to go forward with an accelerated Request For Proposals (RFP) process to address a failing stormwater culvert. The RFP was developed using a “performance based” approach and allowed both trenchless and direct excavation methods.

Proposals were opened on July 26th and a contract has been executed with Utility Asset Management, Inc. The rehabilitation method is trenchless and based on installing tunnel liner plate where the existing pipeline has no structural support and lining the entire pipeline with a high strength cementitious grout.

After preliminary cleaning and debris removal as preparations for pipeline rehabilitation, investigations showed that the pipe is actively continuing to deteriorate. Staff are working with the Contractor and geotechnical engineers to monitor the work. Updates on additional work authorized to address these changed conditions will be presented.

Mike Thomas, General Manager and Legal Counsel, Steve Fincher will collaborate and edit CCWA's current Emergency Conditions Policy to reflect that General Manager will contact and obtain approval of Chair of the Board of Directors to proceed with any emergency repairs.

Shoal Creek Dam Repair Design Proposal: This agenda item was deferred to a later time.

Headquarters Building Modifications Design Update: Chairman McQueen called on Terry Moy, Program Management and Engineering Manager, to present the Headquarters Building Modifications Design Update.

The design team mobilized after Board approval in July. To date they have completed detailed mechanical, electrical system and site surveys and have developed concepts for public space areas including the new community use/conference room and water feature.

The team have prepared and submitted the 50% design package for CCWA review and comment which includes drawings, specifications and a milestone construction cost opinion. Staff will present the 50% design cost estimates and alternative design approaches at a later Board meeting.

Upon Motion by John Chafin and seconded by Oscar Blalock 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 Rodney Givens and seconded by Marie Barber it was unanimously

RESOLVED: to approve a resolution concerning an outside employment policy stating that no employee shall accept employment with any firm, company, or corporation that provides services or business to the Water Authority.

**STATE OF GEORGIA
COUNTY OF CLAYTON**

RESOLUTION NO. 2011-5

WHEREAS, Georgia Laws 1955, page 3334, created the Board of the Clayton County Water Authority; and

WHEREAS, the Board of Directors (“Board”) has adopted a Clayton County Water Authority Employee Handbook; and

WHEREAS, the Board wishes to amend the Clayton County Water Authority Employee Handbook in order to set forth a policy regarding the outside employment of its employees.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED THAT: The Clayton County Water Authority hereby officially amends the Clayton County Water Authority Employee Handbook to create a new section which shall read as follows:

EMPLOYMENT POLICIES

Outside Employment Policy

All full-time employees should understand that their primary responsibilities are to the Authority. Consequently, no full-time employee should accept employment which will interfere with the performance of their duties as an Authority employee.

Likewise, it is improper, and therefore forbidden, for any employee, whether full-time, part-time, seasonal, or otherwise, to accept or continue in the employment of any person, firm, company or corporation that is, or subsequently commences to be, performing work or providing material or services for compensation from the Authority.

SO RESOLVED this 3rd day of November 2011.

ATTEST:

CLAYTON COUNTY WATER
AUTHORITY

Marie Barber, Secretary

Pete McQueen, Chairman

John M. Chafin, Vice Chairman

Mr. John L. Westervelt, Board Member

 Oscar Blalock, Board Member

 Rodney Givens, Board Member

 Sophia Haynes, Board Member

Mr. McQueen called on Mike Thomas to update the Board on the acquisition of easements for water line construction on Highway 54 near I-75.

UPON Motion by Marie Barber and seconded by Sophia Haynes it was

RESOLVED: to approve General Manager's request to spend up to \$20,000 for easements associated with Highway 54 project.

Mr. Thomas identified some miscellaneous notes that need to be included with the January rate adjustment.

IRRIGATION ACCTS		
	Current Rates	New Rates
BASE RATE	see meter size	
	\$7.14	\$7.50

MFC/UFC MINIMUMS		
Meter size	Current Rates	New Rates
2"	\$3.16	\$3.32
4"	\$7.09	\$7.44
6"	\$10.89	\$11.43
8"	\$20.87	\$21.91
10"	\$27.31	\$28.68
12"	\$32.72	\$34.36
16"	\$38.27	\$40.18

RAW WATER		
	Current Rates	New Rates
0-30k	\$0.50	\$0.53
31-60k	\$1.00	\$1.05
>60k	\$2.00	\$2.10
minimum	\$3.00	\$3.15

FIRE HYDRANT METERS		
	Current Rates	New Rates
minimum / base rate	\$4.81	\$5.05
	\$60.00	\$63.00
deposit	\$950.00	\$1,656.00

OTHER COUNTIES / CITIES		
WATER		
	Current Rates	New Rates
College Park	\$3.61	\$3.79
All others	\$4.81	\$5.05
* College Park has a usage minimum		
SEWER		
	Current Rates	New Rates
College Park	\$5.05	\$5.30
Fulton County	\$5.05	\$5.30
Atlanta (sewer)	\$5.05	\$5.30

STORMWATER	No changes
Residential	3.75
Non-Residential	based on impervious surface

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

RESOLVED: to approve proposed changes to miscellaneous rate adjustments as shown above.

UPON Motion by Sophia Haynes and seconded by Rodney Givens 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