

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting, December 1, 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, John Westervelt, 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 John Patterson, Plant 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 November 3, 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 October 31, 2011.

Recognition: Chairman McQueen called on Mike Bennett, Deputy Manager and Interim Distribution & Conveyance Manager, to recognize Johnathan Franks, Sewer Crew Leader and Delbert Williams, Troubleshooter for their 15 years of service. He congratulated and thanked them for their continued hard work and dedication to the Water Authority and presented them with their 15-year service pins.

Mr. Thomas introduced Bryan Wagoner, Communications Director for GAWP who recognized CCWA for receiving the GAWP Collection System Gold Award. Mr. Wagoner also recognized Jennifer Flewellen, Water Reclamation Lab Coordinator for receiving the GAWP Golden Manhole Society Award. This award recognizes individuals who have made a significant contribution to the art and science of Collection System operations through maintenance, design, construction, management, planning, education, training, or certification of collection systems, as well as, through service to GWEF and GAWP.

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.

Guy Pihera, Water Production Manager, provided very detailed descriptions and support documentation of the bid selection process including evaluation criteria, scoring, reference and interview summaries, cost proposal forms and a letter of recommendation.

Staff recommends award of this project to SolarBee.

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

RESOLVED: to approve staff's recommendation to award the Reservoir Circulator Device contract to SolarBee for the not to exceed amount of \$178,350.00 contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract documents.

Smith Plant WPP Upgrade Project Summary: Chairman McQueen called on Mike Buffington, Program Manager, to present the Smith Plant WPP Upgrade Project Summary.

The J. W. Smith Water Production Plant (WPP) and raw water reservoir were completed in 1985 with a design capacity of 6.0 MGD. The plant was upgraded and expanded to 12.0 MGD in 1990 and UV advanced disinfection was added in 2003. Solids handling facilities were added in 2005 at the Shoal Creek WRF to handle alum residuals from the Smith WPP as well as biosolids from the Shoal Creek WRF. The 2005 Update to Master Plan 2000 recommended that the Smith plant be upgraded to include improvements and replacement of aging and outdated equipment. This project included construction of the recommended improvements including rehab of existing filters; modifications to chemical feed and storage facilities; modifications to existing operations building; miscellaneous upgrades; and improvements to the electrical and SCADA systems.

This is the last major capital construction project included in Master Plan 2000 (Water Resources Initiative 2000). WRI 2000 included 28 major capital projects with a total construction cost of more than \$226 Million.

Project Managers:

- CH2M Hill, Engineers – Stuart Jeffcoat (Design)
- CH2M Hill, Engineers – Chris Cranmer (Construction Manager)
- Clayton County Water Authority – Mike Buffington

Construction Contract Summary:

- General Contractor – Heavy Constructors, Inc., Marietta, Georgia
- Bid (Contract) Amount – \$5,049,300.00 (included Additive Alternate No. 1 to rehab filters 7 and 8 in addition to filters 1 – 6 included in Base Bid.
- Final Change Order – Deduct (\$463.97)
- Final Contract Amount – \$5,048,836.03

Funding:

- The project was funded by 2005 Bond Issue and R&E Funds.

Lake City/Jesters Creek Project Summary: Chairman McQueen called on Mike Buffington, Program Manager, to present the Lake City/Jesters Creek Project Summary.

CCWA Watershed Management Plan identified East Jesters Creek as degraded due to historic land clearing for agricultural practices that removed the natural vegetation that protected the stream banks. The channel did not promote suitable habitat for fish and macro invertebrates resulting in poor water quality in the stream.

CCWA and Lake City entered into an agreement to develop a stream restoration and nature preserve project with CCWA providing overall management of the project. Stream restoration, funded by CCWA, included construction of a stable stream channel and tributaries (2,600 LF) based on natural stream conditions with the area being planted with native vegetation. The completed project improves habitat conditions and water quality; stabilizes the stream banks and reduces erosion; and promotes growth and survival of fish and macro invertebrates. The nature preserve, funded by Lake City, includes walking trails, bridges, a lake and pavilion, an overlook structure, park entrance, landscaping, lighting, and other park features.

Project Managers:

- CH2M Hill, Engineers – Jose Ramos (Design)
- CH2M Hill, Engineers – Chris Cranmer (Construction Manager)
- Clayton County Water Authority – Mike Buffington

Construction Contract Summary:

- General Contractor – Joint Venture between Georgia Development Partners and Oakley and Ayers Contracting, Atlanta, Georgia
- Contract Construction Cost Summary:
 - CCWA Contract Amount \$ 466,907.50
 - Lake City Contract Amount \$1,930,487.50
 - Total Contract Amount \$2,397,395.00
- Final Construction Cost Summary:
 - CCWA Final Amount \$ 464,525.88
 - Lake City Final amount \$1,930,487.50
 - Final Construction Amount \$2,395,013.38

Funding:

- Water Authority – Storm Water Program
- Lake City – Reimbursed CCWA

Task Order No. SW-10-02 included services during construction provided by CH2M Hill for construction of the Lake City Nature Preserve and East Jesters Creek Phase 4 Stream Restoration project.

Stream restoration, funded by the Water Authority, included construction of a stable stream channel and tributaries (2,600 LF) based on natural stream conditions with the area being planted with native vegetation. The nature preserve, funded by Lake City, included walking trails, bridges, a lake and pavilion, an overlook structure, park entrance, landscaping, lighting, and other park features.

Costs for services during construction were shared by CCWA and Lake City with CCWA providing overall management of the project. Services provided by CH2M Hill included construction management and administration; document management; site coordination; project controls; field inspection; shop drawing and samples review and approval; monthly pay request approval; design clarifications; preparation of record drawings; and closeout of the completed construction project.

Project Managers:

- CH2M Hill, Engineers – Chris Cranmer
- Clayton County Water Authority – Mike Buffington

Original Task Order Amount:

- | | |
|---|---------------------|
| • Water Authority Share | \$209,679.00 |
| • Lake City Share | <u>\$193,321.00</u> |
| • Total Task Order Not to Exceed Amount | \$403,000.00 |

Final Task Order Amount and Funding:

- | | |
|---|---------------------|
| • Water Authority (Storm Water Program) | \$209,678.30 |
| • Lake City (Reimbursed CCWA) | <u>\$189,762.86</u> |
| • Total Final Task Order | \$399,441.16 |

Casey Scrubber and NE Biofilter Evaluation Task Order Recommendation:
Chairman McQueen called on Jim Poff, Water Reclamation Manager, to present the Casey Scrubber and NE Biofilter Evaluation Task Order Recommendation.



The purpose of this Task Order is to:

1. Evaluate and recommend corrective actions regarding Northeast WRF Biofilter operational issues.
2. Evaluate and recommend procedure for more efficient operation of Pelletizing Air Scrubber including utilizing new on-line ORP measurements.

See attached Task order for more details.

Task Order Amount shall not exceed \$35,092.

Funding Source will be Water Reclamation Operating Funds

Project Managers:

Jacobs, Engineers

Tom Kelley

Clayton County Water Authority Jim Poff

UPON Motion by John Westervelt and seconded by John Chafin it was

RESOLVED: to approve the Casey Scrubber and NE Biofilter Evaluation Task Order Recommendation for the not to exceed amount of \$35,092.00 as requested and outlined above. Rodney Givens abstained from voting.

Shoal Creek Dam Repair Proposal: Chairman McQueen called on Terry Moy, Program Management & Engineering Manager, to present the Shoal Creek Dam Repair Proposal.

Shoal Creek Dam was originally placed into service in 1996 and is CCWA's single largest raw water reservoir. Because of its size it is regulated by the State of Georgia's/EPD's Safe Dams Program as a Category 1 facility and is subject to annual inspections.

As a result of observations made during the 2006 annual inspection, investigations to identify and assess seepage at the dam have now been completed and a report of the findings and recommendations has been submitted to EPD/Georgia Safe Dams.

Schnabel Engineering has performed a majority of the investigative work and has provided CCWA with a proposal and estimated costs to complete the follow up work which includes:

- Task 1 - Evaluate and determine a final construction approach for addressing seepage - \$18,000 (2 months)
- Task 2 - Coordination, review, permitting support with EPD - \$6,500 (2 months)
- Task 3 - Prepare Construction Documents - \$95,000 (5 months)

Based on Board direction received in November, staff has contacted both of the current On Demand Engineering firms to determine if there are other alternatives to going forward with the work. A summary of the responses and proposed options will be presented. Neither Jacobs nor Brown & Caldwell were able to provide a more efficient or economic approach to this work, so CCWA staff's recommendation is to award this contract for engineering services to Schnabel Engineering for the not to exceed amount of \$119,500.

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

RESOLVED: to approve staff's recommendation to award the contract for engineering services for Shoal Creek Dam Repair to Schnabel Engineering for the not to exceed amount of \$119,500 as requested and outlined above.

Headquarters Building Modifications Design Update: This agenda item was postponed.

Request for Funding Increase – Stormwater Capital Improvements: Chairman McQueen called on Kevin Osbey, Stormwater Program Manager, to present the request for a funding increase for Stormwater Capital Improvement Projects.

As part of the Stormwater Utility 2011-12 Annual Budget, \$3,000,000 was dedicated for larger scaled projects that directly went to replacing/renewing existing SW Infrastructure. Of this funding, \$2,000,000 was dedicated to activities involving the actual removal and replacement of pipe and other structures. \$1,000,000 was dedicated to trenchless technology methods.

Between May 2011 and October 2011, eleven Cured-In Place Pipe (CIPP) projects have been assigned to CCWA’s contracted companies (Reynolds Inliner and Inland Water) that provide trenchless technology methods. Over this 6 month period, approximately \$973,000 has been allocated for the trenchless repair of existing stormwater infrastructure.

During last year’s budgeting process, staff based its estimate for trenchless infrastructure repair on the amount of work done by a previously contracted company. Based on the aforementioned expenditures and current project backlog, Stormwater would like to increase this budget by \$1,000,000.

Stormwater staff recommends a direct transfer from the “Unrestricted” Cash In Bank for the Stormwater Utility in the amount of \$1,000,000. As of October 31, 2011, there was a balance of \$5,166,853.

No increase is requested for the conventional Remove/Replacement project budget. That work is trending favorably during the first half of this fiscal year.

This adjustment will increase the overall annual budget for larger scaled construction projects to \$4,000,000.

Project Line	Description	Original Budget	Funding Increase	Adjusted Budget
SW-004	Stormwater - Cured In Place Piping	\$1,000,000	\$1,000,000	\$2,000,000
SW-005	Stormwater – Remove & Replace	\$2,000,000	\$0.00	\$2,000,000

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

RESOLVED: to approve staff's request for funding increase in the amount of \$1,000,000 for stormwater capital improvements to Cured in Place Pipe.

Morrow Pump Station Design Task Order Recommendation: Chairman McQueen called on Mike Bennett, Deputy Manager, to present the Morrow Pump Station Design Task Order Recommendation.

The purpose of this Task Order is to provide professional engineering services for preliminary engineering, final engineering design, construction contract documents, technical specifications, and services during bidding for distribution system pumping and pressure improvements.

The Final Water Distribution Planning Support for the 2010 Strategic Master Plan report, conducted by CH2M HILL in 2010, included recommendations for improvements to the Morrow Finished Water Pump Station. CCWA staff conducted several higher distribution system pressure tests and determined that a 10 to 12 pound per square inch (PSI) increase in the system would improve low pressure areas in our system.

The project includes replacement of three high service pumps and motors, installation of a standby power generator and single booster pumps at four elevated storage tanks. The project also includes electrical, HVAC, and major piping improvements at the Morrow Station.

Jacobs Engineering Group Inc. was selected to perform this task order. The scope of services includes the following tasks:

Task 1 - Preliminary Design

Task 2 – Final Design

Task 3 – Bidding Phase Services

The project work is scheduled to take six to eight months to complete and is included in the 2010 Strategic Master Plan

Project Managers:

- Jacobs Engineering Group, Inc - Tom Kelley
- Clayton County Water Authority - Mike Bennett

Task Order Amount \$226,786

UPON Motion by John Chafin and seconded by Marie Barber (Rodney Givens abstained) it was

RESOLVED: to award the contract for Morrow Pump Station improvement project to Jacobs Engineers for the not to exceed amount of \$226,786.00 as requested and outlined above and to authorize the General Manager to sign the contract documents.

Backflow Program Recommendation: Chairman McQueen called on Mike Bennett, Deputy Manager, to present the Backflow Program Recommendation.

The CCWA Backflow Prevention Committee has met to review the alternatives for backflow program compliance. The CCWA committee will present for discussion, several alternatives for modifying our backflow testing program as well as addressing connections without backflow devices. The committee will bring back a recommendation at the February 2012 Board Meeting.

Emergency Purchasing Policy Recommendation: This agenda item was postponed.

Upon Motion by Rodney Givens and seconded by John Chafin 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.

John Westervelt, Marie Barber and Sophia Haynes were asked to serve on a committee to develop and review performance standards for the General Manager.

Upon Motion by John Chafin and seconded by John Westervelt it was unanimously

RESOLVED: to grant and approve 1.5% performance and 1% COLA increase for General Manager.

Following discussion in our November Board meeting, we have revised our emergency purchasing policy as follows.

Chapter 12, Purchasing Policies Section -

J) Notwithstanding the expenditure limits contained in section 3 of Chapter 10, in the event of an emergency condition, which threatens life, property, or the Authority's ability to operate, if the General Manager determines that funds should be immediately allocated for the resolution thereof, he shall contact the Chairman of the Board as soon as practically possible and if such approval is granted by the Chairman, he may, if necessary, proceed to expend funds for the resolution thereof without the requirement of competitive pricing. If the Chairman is not available, then the remaining officers in the order of Vice Chairman, then Secretary/Treasurer will be consulted. In the absence of approval by the Chairman or his successor, the Chairman or his successor may call a special meeting of the full Board.

If the Chairman, or his successor, approves the expenditure, the General Manager shall report his actions at the next regular meeting, and the full board shall indicate its approval or disapproval thereof. Disapproval shall not invalidate the expenditure but shall serve as a guide to future actions by the General Manager and Chairman under similar circumstances.

Upon Motion by John Chafin and seconded by Sophia Haynes it was unanimously

RESOLVED: to accept revised Emergency Purchasing Policy as written.

Mr. Thomas informed the Board of a class action settlement with Bank of America from scheme relating to refunding of 2003 bond issues.

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

RESOLVED: to accept the Bank of America out of court settlement in the amount of \$101,950.

Board agreed to table the Headquarters Modifications Design Recommendation for a later date. Mr. Chafin suggested staff obtain feedback from staff.

The Board members agreed they would hold the FY 2012 Budget Retreat on April 5-6, 2012 at Chateau Elan.

There being no further business to come before the open meeting, the meeting was adjourned.

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

RESOLVED: to adjourn the regular session board meeting.

Pete McQueen, Chairman

Walter Marie Barber, Secretary/Treasurer