

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting, May 3, 2012

Chairman, Pete McQueen, called the meeting to order at 1:31 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, Carla Clark, Executive Coordinator and other CCWA staff and visitors.

Chairman McQueen called on Mike Thomas, General Manager, to give the invocation.

Approval of Minutes: Chairman McQueen called for any omissions or additions to the Regular Session Board Meeting minutes of April 5 and 6, 2012. Hearing none, the minutes were approved as presented.

Financial and Statistical Report: Chairman McQueen called on Carl Stephens, Finance Director, to give our financial report. Mr. Stephens reviewed the financial information that was given to the Board for the period ending March 31, 2012.

Recognitions: Chairman McQueen called on Mike Bennett, Interim Distribution and Conveyance Department Manager, to recognize Phoenix Hunt, Utility Service Mechanic for his 15 years of service. He congratulated and thanked him for his continued hard work and dedication to the Water Authority and presented him with a 15-year service pin.

Chairman McQueen called on Bryan Wagoner to make presentation on behalf of the Georgia Association of Water Professionals. First, Mr. Wagoner recognized the W.B. Casey Water Reclamation Facility. Mr. Wagoner congratulated the W.B. Casey Reclamation Facility for receiving the Plant of the Year Award. The Plant of the Year competition program is conducted statewide and includes comprehensive on-site evaluation performed by an expert technical inspection team. All of the systems under review possessed examples of exceptional operation, but only a few rose to the top during the exhaustive review process.

Mr. Wagoner then described the criteria for receiving the GAWP BioSolids Excellence Award. He went on to explain that the program awarded must demonstrate energy efficiency and/or cost effectiveness and technical innovation in the management of bio-solids/residuals. Mr. Wagoner then congratulated the W.B. Casey Pelletizing Plant for being selected for this award and recognized their recycling and reuse of natural resources such as nutrients and organic matter found in bio-solids and other sludges.

Finally, Mr. Wagoner presented the Waste Water Plant Operator of the Year Award to Mark Cochran, plant operator at the W.B. Casey Water Reclamation Plant. According to GAWP, Top Op winners are recognized as ‘a moving force in the operations of their respective facilities’. These outstanding operators are an example for others and have imparted knowledge that helps in the operation of water and wastewater municipalities across the state.

Mr. McQueen called on Jim Poff, Manager of Water Reclamation to recognize this year’s Science Fair Awards. First, Mr. Poff recognized Kaleb Adams of Edmonds Elementary School for his “Water Evaporation Rates”. Kaleb was congratulated and presented with a trophy and a gift card. Next, Mr. Poff recognized Aysha Miller of Sequoyah Middle School for her “How Pollution Effects Georgia / Water Resources”. Aysha was congratulated and presented with a trophy and a gift card.

HVAC Annual Contract Recommendation: Clayton County Water Authority has 36 facilities that currently have heating and/or air conditioning (HVAC) equipment. The equipment at each of our facilities varies by manufacturer, size, style, and age. Of the 36 facilities, four (4) locations have The TRANE brand installed: Jack H Drew

Administration Building (Main Office), Terry R. Hicks Plant WPP, W. J. Hooper WPP, and W. B. Casey WRP.

Company Name	Total Bid Amount
Q.T. Contracting, Inc. d.b.a. Powers Heating & Air Peachtree City, GA	\$228,287
ARS Mechanical, LLC Conyers, GA	\$261,500
TRANE U.S. Inc. Atlanta, GA	\$285,039

Recommendation: Staff recommends rejecting all bids based on the bids exceeding the annual HVAC maintenance and repair budget for contract services.

In order to increase competition and reduce the cost, the RFB requirements will be revised and the four (4) locations with TRANE equipment will be identified individually as “Add Alternates”. This will allow for the bids to be compared for services to be performed on TRANE systems, while excluding all other facilities.

All other facilities will have HVAC requirements that are not related to the experience criteria associated with TRANE equipment. In addition, the mandatory pre-bid meeting will not be required, due to the impact it may have had on reducing competition.

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

RESOLVED: to reject all bids, revise the bid package and re-bid with new guidelines in an effort to reduce the cost and increase the interest.

Wet Well Cleaning Bid Recommendation:

Vendor	Bid (Cost/Gallon disposed)
AllSouth Environmental, Inc.	\$0.62
Environmental Remedies, LLC	\$0.67
Ram Environmental Services	\$0.68
Moorehead Construction, Inc.	\$0.95
Metals & Materials Engineers, LLC	\$2.70

Staff recommends that we award this bid to the lowest bidder AllSouth Environmental Services for a cost of \$0.62/gallon disposed. AllSouth, a Clayton County Business Enterprise, has performed this work for CCWA over the last six years and has easily met all expectations. Cost per gallon is same as last three years. This work is funded in Water Reclamation and General Services operating budgets.

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

RESOLVED: to award the contract for wet well cleaning to AllSouth Environmental, Inc. as outlined in the bid documents, contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract documents.

W.B. Casey Clarifier Rehabilitation Bids Recommendation: The three 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.

Bids were opened on April 12, 2012 with the results as noted in the table below.

Bidder	Amount
Mechanical Jobbers	\$287,000.00
Graydaze Contracting	\$368,193.00
LLAMAS Coatings Inc.	\$392,728.00

Based on the above bid amounts and reference checks, staff recommends award of this project to Mechanical Jobbers for \$287,000. If Mechanical Jobbers is unable to meet all CCWA Risk Management requirements then staff is approved to negotiate the award price with the next lowest bidder Graydaze Contracting. If award must be made to second lowest bidder, staff is authorized to accept an amount up to the original budgeted amount; however if the amount exceeds the budgeted amount staff will bring the negotiated price back to the board for approval.

UPON Motion by Oscar Blaclock and seconded by Rodney Givens it was unanimously

RESOLVED: to award the contract for clarifier recoating to Mechanical Jobbers as outlined in the bid request for bid documents, contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract documents. If Mechanical Jobbers is unable to meet all CCWA Risk Management requirements then staff is approved to negotiate the award price with the next lowest bidder Graydaze Contracting for an amount up to the original budgeted amount; however if the amount exceeds the budgeted amount staff will bring the negotiated price back to the board for approval.

WB Casey WRF Generator Controls Recommendation: A capital purchase of \$40,000 was approved in FY 2011-2012 budget to replace the existing control system for both generators at the Casey Plant. The existing control system is the same as the generators at R.L. Jackson with the same proprietary software making it impossible for our staff to work on and expensive to maintain. The generator control system at R.L. Jackson Pump Station has already crashed and has been replaced by a simpler system (Woodward EasyGen) owned by CCWA. Enercon Engineering designed and installed this system for each of the stand alone generators at Jackson Pump Station for \$10,249 each.

These original Casey Generator control systems were put into operation in 2004 and contain spinning hard drives, which have useful life span of five years at best when operated continuously.

Current Price Quotes:

- We contacted Enercon Engineering for a proposal to convert the controls on Casey generators to Woodward EasyGen system. Quote came in at \$60,623 (much higher than our budget) for the following reasons:
 - The two units at Casey are designed for parallel operation
 - Design also includes load shedding logic
- We contacted Yancey Power Systems and received a proposal to change current control system computer with a more modern version, which includes solid state hard drive at a cost of \$25,994.54.

Staff recommends staying with current controls system on a new computer supplied by original supplier of the units Yancey Power Systems for a cost of \$25,994.54. Funds are budgeted for this purchase in Casey WRF Capital budget.

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

RESOLVED: to award the request for proposal for purchase of a control system computer to Yancey Power Systems in the amount of \$25,994.54.

Jackson Pump Station Pump Repair Recommendation: R.L. Jackson pump station serves two major conveyance purposes. The first is to pump wastewater from Jackson drainage basin to Casey WRF for treatment and the second is to convey the highly treated effluent to Huie NTS for reclamation. One of the eight vertical turbine pumps we use needs a replacement motor and a major repair.

Current Price Quotes:

- General Services Maintenance staff always has current shop rates quotes for major pump repairs. Pump Repair & Supply Corp. was chosen to handle repair for this job. Current quotes are as follows:
 - a. Pump Repair & Supply Corp. (McDonough) - \$65/hour and cost +15% on parts
 - b. Motor & Gear Engineering (Duluth) - \$70/hour and cost + 10% on parts
 - c. GoForthWilliamson, Inc.(Griffin) - \$75/hour and cost + 10% on parts

Pump Repair & Supply quote to complete this repair is \$42,900.

- Motor for this pump has been damaged beyond repair and will need to be replaced. We will need to do an emergency procurement of a 500 Hp motor to go with this repaired pump. Estimated cost is \$80,000.

Staff Recommends awarding the repair job to Pump Repair & Supply Corp. for a cost of \$42,900. Staff also recommends an expedited sealed bid process to procure the motor that is required so that a June 2012 Board meeting award can be achieved.

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

RESOLVED: to award the quote pump repair as outlined in the quote to Pump Repair & Supply Corp for \$42,900.00 and to authorize an expedited sealed bid process to procure the motor.

Harris/Northstar Customer Information System Software Upgrade Proposal: Harris Northstar is our Customer Information System (CIS). The CIS is the software used to track customer information, generate bills, issue service requests, and manage customer relationships by providing information and insight about each customer.

CCWA began using Northstar version 6.2.9 in 2007. Northstar has introduced two major releases and is currently offering Northstar version 6.4 to customers. Northstar 6.4 offers better performance and many enhancements. Enhancements include the following:

- Automation Platform: Tool used to automate routine tasks,
- Better encryption
- Customizable menus
- Notifications: Allows for notifications to be sent when task are completed by the system.
- Technology improvements to address performance (changing from a virtual server to a physical server)

The upgrade will require the following hardware:

- Production server
- Test server

The costs are as follows:

Description	Costs
Northstar 6.4 Software	No charge
Northstar Professional Services to perform upgrade	\$60,000
Modify interfaces (JDE, Paymentus, Pinnacle, Suntrust / Checkfree, Metavante, Diversified and Penn Credit)	\$50,000
Other Supplemental Consulting Services	\$40,000
Hardware	\$36,000
CCWA Staff Overtime Costs	\$12,000
<i>Total</i>	\$198,000

Staff requests authorization for the sole source professional implementation services by NS Staff not to exceed \$60,000. Hardware will be purchased through an RFB process.

Staff recommends Board approval of the Project budget of \$198,000. The funding for this project was included and approved in the 2012 budget in business units 106 (MIS) and 130 (Customer Service).

UPON Motion by Sophia Haynes and seconded by John Chafin, it was unanimously

RESOLVED: to approve the project budget as presented and authorize the sole source professional implementation services by NS.

Floodplain Mapping Update: At the April 2009 Board Meeting, Phase 2 of a multi-year, multi-million dollar effort to update floodplain mapping for all of Clayton County was approved. Phase 1 included work to update areas previously mapped using approximate methods and initiating the preparation of a computerized, countywide hydraulic modeling program.

This project was undertaken to comply with requirement from the Metropolitan North Georgia Water Planning District (MNGWPD). Clayton County, being a member, is

required to meet standards set by the District's Watershed Management Plan. Updating the county floodplain maps are a requirement of that plan.

A majority of Phase 2 work is going to be wrapping up by May 2012. This work included the following major efforts.

1. Detailed field surveys of more than two thousand critical stream/river locations that were performed by two outside engineering/surveying contractors and managed by CCWA.
2. Complete development, simulations and quality control checks of a fully developed computer-based hydraulic mode.
3. Preparation of revised floodplain maps in accordance with FEMA standards.
4. Preparation and submittal of engineering reports, calculations, and maps to FEMA for review and approval.
5. Floodplain mapping program support to coordinate work activities, provide quality control checks for field contractor data and general public information program implementation.

Since Phase 2 work was initiated, field surveying activities have been performed to collect stream cross sections, stream profiles, and structures. Engineering reports and calculations have undergone independent quality control checks. Floodplain maps have been produced in preparation of submittal to FEMA.

As the submittal stage begins, the following activities will occur.

1. Map Revision endorsement from the County and Cities
2. Map Revision submittal to FEMA
3. Begin Public Education Campaign

Backflow Implementation Plan: Effective in July bills, all non-residential customers will be charged a monthly fee for the Backflow Prevention Program.

Customers charges based on meter size:

- \$10 per month for 5/8 and 3/4 inch meters
- \$15 per month for 1 and 1.5 inch meter s
- \$20 per month for 2 inch and larger meters

Customer will receive a single charge (based on meter size) on each of the following:

- Single meter accounts
- Irrigation accounts
- Metered Fire Connection (MFC)
- Domestic meter with FLM
- Compound meters

The following customers will not be charged for backflow:

- Raw water
- Hydrant meters
- Wholesale Accounts (Other City and County Customers purchasing water from CCWA)
- Sewer Deducts

Communication Plan

- Each customer will receive the following:
 - standard letter explaining the backflow prevention program
 - cost sheet indicating the additional monthly cost(s)
- Website
 - Backflow tab under Customer Service header
 - Overview of program (see letter)
 - Link to FAQ sheet (referenced in letter)

Support Plan

Customers will be directed to call our Backflow Response line at 770-960-5881 with questions. By having customers call a unique number, we can track the number of calls generated by the Backflow Prevention Program launch and route these calls to Backflow Response Team. This team will consist of CSRs that received additional training.

When customer needs assistance beyond the Call Centers knowledge base, the call will be escalated to the Backflow team using the standard escalation process. Backflow escalations will be sent to the Backflow Team email address.

July Board Meeting Date: The regularly scheduled July Board Meeting is on July 5th. After some discussion, the concensus was reached to move this meeting to July 12, but to evaluate the need for a July meeting at the June Board meeting.

Upon Motion by Rodney Givens 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.

Mr. Thomas gave an overview and presented the board with the newly developed Organizational Chart for Distribution and Conveyance. With this new structure in place, Management can now move forward with hiring a Distribution and Conveyance Department Manager.

Steve Fincher, Legal Counsel, reviewed the new rules that went signed into effect April 17, 2012 by the Governor regarding open meeting regulations.

Mr. Thomas notified the Board of receipt of the \$101,950 check associated with the Bank of America Bond Sales Class Action lawsuit settlement. The Board discussed and concurred that this money should be used to fund the 2012 debt service.

Mr. Givens advised the Board that he would like to attend the American Water Works Annual Conference in Dallas, Texas in June. The Board concurred with this request and agreed that Chairman McQueen would approve travel costs.

Mr. Thomas requested authorization to negotiate a wholesale water rate for selling up to 3 MGD to the City of College Park. The Board concurred with this request.

UPON Motion by Sophia Haynes and seconded by Oscar Blalock it was unimously

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