

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting, June 1, 2006

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, Board Members, Wes Greene, John Westervelt, John M. Chafin and Doug Bonner. General Manager, M. Wade Brannan, Deputy Manager, Terry R. Hicks, Department Managers, Mike Thomas, Guy Pihera, Herbert Etheridge, Teresa Adams, and Jim Poff, Finance Director, Emory McHugh, Customer Accounts Director, Morris Kelly, New Incoming Customer Accounts Director, Labeedah Thompson, Contract & Procurement Administrator, Karen Riser, MIS Director, Rodney Crowell, Human Resources Director, Ed Durham, Public Information Officer, Suzanne Brown, and Executive Secretary, Janet Matthews. Also present were: Steve Fincher of Fincher, Denmark & Williams, and Mike Bennett from CH2M Hill, T. Cord Williamson from Paul W. Heard & Company and Jeffery Benoit. CCWA employees present were: Chris Sims, Melissa Hammond, Doyle Brookshire, Mandy Lindow, and Bridgett Bailey.

Chairman McQueen called on Melissa Hammond 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 Thursday, May 4, 2006. Hearing none they were approved as received.

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 and explained that this covered the twelve-month period ending April 30, 2006. This is the end of our fiscal year.

Mr. McHugh gave acknowledgement to Mr. Brannan and Mr. Hicks as he compared this year to last year. Mr. McHugh stated that our cash position will allow us to do some of the Master Plan internally funded items that Mr. Thomas discussed at a previous meeting.

Employee Service Recognition: Chairman McQueen called on Terry Hicks, Deputy Manager, who stated that he had one employee to recognize today for twenty-five (25) years, but he really has about twenty-eight (28) years total. He came to the Authority and stayed about a year and a half and then moved to the County Government for about a year and a half and then came back to the Authority and has been here ever

Regular Board Meeting
June 1, 2006
Page Two

since. Mr. Hicks introduced Doyle Brookshire, who graduated from Morrow High School.

Mr. Brookshire stated that he remembered Chairman McQueen from when he was in school. Mr. Hicks added that Doyle has been with us for twenty-eight (28) years, having started out as an equipment operator for a few years and then moved to our meter setting foreman position in 1985. In 1981, when Doyle came here, we had about thirty thousand (30,000) accounts and we now have seventy-five thousand (75,000). Doyle has either set or watched almost every one of the forty-five thousand meters set during this time. Doyle's responsibilities now involve coordinating with builder's requests for meters and the setting of those meters in a timely fashion. Mr. Hicks thanked Doyle for his twenty-eight years of service. The Board gave Doyle a round of applause and Ms. Brown took a photo.

Chairman McQueen thanked Doyle for his friendship through the years and for his many years of service to the Authority.

Chairman McQueen called on Ed Durham, HR Director, who wanted to recognize Michelle Mirzaiee, Compensation and Benefits Coordinator. Mr. Durham stated that many remember Tony Ferrari, who was our champion here at the Authority for the American Cancer Society and all of the Water Authority's fund raising efforts. Tony retired a few years ago and Michelle has taken on the torch with her typical passion and energy. This past week, the Relay for Life was held at Twelve Oaks stadium. Clayton County Water Authority was once again recognized as the top fund raiser. We raised over ten thousand dollars (\$10,000) under Michelle's direction. As a result of this and all her efforts for the American Cancer Society, Michelle was recognized by the United Way as one of the top volunteers in Clayton County, along with Ms. Barber. As most organizations do when they recognize someone that is a hard worker, the American Cancer Society has recognized the leadership skills of Michelle and has invited her to Washington, D. C. later this year for the celebration on the hill. She will go there as an ambassador and meet with our U. S. Senators and some of our other Congress people to talk about fund raising and the Cancer Society. Just yesterday, Michelle was asked to be part of the Public Policy Committee for the State of Georgia for the American Cancer Society. The Board gave Michelle a round of applause as Mr. Durham congratulated her on her efforts.

Chairman McQueen congratulated Michelle and thanked her for all her hard work.

Chairman McQueen called on Morris Kelly, Director of Customer Accounts, who introduced Labeebah Thompson, who will be the new Director of Customer Accounts when Morris retires in December of this year. Mr. Kelly gave some background

Regular Board Meeting
June 1, 2006
Page Three

information on Mrs. Thompson who came to the Authority from the American Cancer Society. Mr. Kelly thanked the Board for going ahead and hiring his replacement as this is a perfect time with the implementation of the new CIS system currently underway.

Mrs. Thompson stated that she is originally from Connecticut and has lived in Georgia about sixteen (16) years. She is married with two children and lives in Ellenwood.

Mrs. Thompson stated that she has enjoyed working with Mr. Kelly, who has made her transition very easy.

Chairman McQueen asked Guy Pihera, Manager of Water Production, to give the Board a Water Report.

Mr. Pihera stated that we are a good bit behind in rainfall. We have had about nineteen (19) inches of rain so far this year. This is the first month in two years that our reservoirs have not been full. They are at ninety-five percent (95%). Stream flows are down due to low rainfall. Customers are using a good bit of water, eight percent (8%) more last month than they did in May of last year. Demand is up; supply into the reservoirs is down. Our reservoirs are doing what they are designed to do, which is to supply us with water in a low rainfall period.

HVAC Bid Recommendation: Chairman McQueen called on Teresa Adams, Manager of General Services, who stated that the Authority had mailed out eight (8) proposal packages, four of those companies attended the pre-proposal meeting, and we only had two (2) proposals submitted. Logan Heating & Air Conditioning Company submitted the lowest bid in the amount of fifty-nine thousand three hundred eighty-six dollars (\$59,386.00). Staff recommends that Logan Heating & Air Conditioning Company, Inc. be awarded the annual heating & air conditioning planned maintenance and repair service contract for the total annual cost of fifty-nine thousand three hundred eighty-six dollars (\$59,386) with the option to extend it for Year 2 and 3 with an annual adjustment not to exceed five (5%) at the time of each extension.

Regular Board Meeting
June 1, 2006
Page Four

Clayton County Water Authority
HVAC – Heating & Air Conditioning
Annual Repair Service and Planned Maintenance
Tab Sheet
June 2006

Vendor	Bid
Logan Heating & Air Conditioning Company McDonough, GA 30253	\$59,386.00
Paul W. Heard & Company College Park, GA 30349	\$88,949.00
Shell Home Comfort Jonesboro, GA 30238	No Bid
AirCo Heating & Air Jonesboro, GA 30236	No Bid
Raymond Services, Inc. Atlanta, GA 30354	No Bid
All Seasons Heating & Air Fayetteville, GA 30214	No Bid
R.S. Andrews Enterprises, Inc. Atlanta, GA 30340	No Bid
Dell Air Conditioning, Inc. Hapeville, GA 30354	No Bid

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

RESOLVED: to award the annual heating & air conditioning planned maintenance and repair service contract to Logan Heating and Air Conditioning Company for a total annual cost of fifty-nine thousand three hundred eighty-six dollars (\$59,386) minus the Payment & Performance Bond amount of one thousand four hundred forty-eight dollars (\$1,448) making the total contract in the amount of fifty-seven thousand nine hundred thirty-eight dollars (\$57,938) with the option to extend it for Year 2 and 3 with an annual adjustment not to exceed five (5%) at the time of each extension and contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Northeast & Shoal Creek Solids Recommendation: Chairman McQueen called on Jim Poff, Manager of Water Reclamation, who stated that at Shoal Creek we have

Regular Board Meeting
June 1, 2006
Page Five

centrifuges that dewater the solids and at Northeast we have belt presses that dewater the solids. Therefore, we have hauling and disposal of solids from these facilities. Staff recommends accepting the low bid from Erth Products for forty-two dollars and fifty cents (\$42.50) per wet ton, hauled and disposed. Erth Products will use the residual solids to make beneficially used soil amendments. Estimated annual costs of \$225,800 will be funded from the Water Reclamation operating budget.

Clayton County Water Authority
RFP TABULATION
RESIDUAL SOLIDS MANAGEMENT
NORTHEAST & SHOAL CREEK WRFs - June 2006

Pine Ridge Regional Landfill Griffin, GA	\$49.50/wet ton
Waste Management Conley, GA	No Bid
Erth Products Peachtree City, GA	\$42.50/wet ton
BFI – Allied Waste Atlanta, GA	No Bid
Southern States Mauk, GA	No Bid
FTX Environmental Services Lilburn, GA	\$62.50/wet ton

Staff recommends accepting low bid from Erth Products for \$42.50 per wet ton hauled and disposed. Erth Products will use the residual solids to make beneficially used soil amendments. Estimated annual costs of \$225,800 will be funded from the Water Reclamation operating budget.

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

RESOLVED: to accept the low bid for the Northeast & Shoal Creek Plants' Solids Hauling and Disposal from Erth Products for \$42.50 per wet ton contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Disaster Recovery Bid Recommendation: Chairman McQueen called on Rodney Crowell, MIS Director, who stated that his staff is not asking for any new money, but

Regular Board Meeting
June 1, 2006
Page Six

wanted to explain the plan for disbursing the money for the Disaster Recovery Plan that was approved last month. Mr. Crowell wanted to present the breakout of the purchases within this project. These amounts are state contract bid prices, or lower quotes, and quotes from current vendors that are supplying security and fire protection. Our recommendation today is to accept the low quotes from the state contract prices as presented.

Disaster Recovery Bid Recommendation

All HW (hardware) & SW (software) items listed below are available on State Contract.

<u>Item Description</u>	<u>Vendor</u>	<u>Costs</u>
SAN (Storage Area Network) Device	Veristor	\$112,000.00
SAN Switch	Digital Dynamics	10,000.00
Server Rack	Digital Dynamics	6,000.00
UPS (Uninterruptible Power Supply)	Alpine Power Systems	18,400.00
Blade Server Center	Optimus	91,400.00
VMWare VIN w/ Platinum Support	CDW-G	77,000.00
Backup Server	Digital Dynamics	7,000.00
Backup Software	CDW-G	5,000.00
Tape Backup Library w/ Drives	Optimus	19,950.00
Server O/S (Operating System) Licensing	Optimus	<u>20,800.00</u>
	Total HW & SW	\$367,550.00
HVAC	Logan Heating & Air	5,000.00
Fire Protection	Simplex-Grinnell	10,000.00
Physical Security / FOB	Atlanta Access Control	<u>2,000.00</u>
	Total Facilities Prep	\$17,000.00
	Estimated Total	\$384,550.00

Recommendation:

Accept low quotes and State Contract pricing for above vendors.
Funds approved May 4, 2006.

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

Regular Board Meeting
June 1, 2006
Page Seven

RESOLVED: to approve the low quotes and State Contract pricing for the above vendors for the Disaster Recovery Plan with an estimated total of three hundred eighty-four thousand five hundred fifty dollars (\$384,550).

U. S. Pipe Contract Recommendation: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction, who stated that on August 1, 2005 CCWA entered into a contract with U.S Pipe for providing Ductile Iron Pipe for a 12 month period. At the end of 12 months the, contract could be renewed for an additional 12 months with the provision to increase/decrease the per foot price based on scrap metal prices. Over the past 12 months scrap prices have increased from \$155.00 per ton (basis price identified in the bid) to \$268.00 per ton with an anticipated scrap price of \$308.00 on the renewal date of August 1, 2006. Based on this increase in scrap price the anticipated renewal will be at an 18% increase in price per foot. In addition to scrap price, U.S. Pipe has also experienced cost increases in energy, labor and benefits, delivery costs, etc. None of these additional cost increases can be passed to us in the renewal. U.S. Pipe has reviewed this renewal provision and has notified us that they can only offer a renewal for 6 months due to increases in other costs and the instability of scrap prices. Their scrap suppliers predict that scrap will level off or decrease through the end of the year and begin to stabilize. However, the world market for scrap steel is still very strong. In 6 months we will meet with U.S. Pipe and determine if we can renew for an additional period and at that time we will either renew based on scrap prices or rebid the contract. It is our recommendation that we accept this offer to renew the Annual Contract with U.S. Pipe & Foundry for a 6 month period (through January 31, 2007). Actual prices will be calculated (based on independently published scrap prices) by U.S. Pipe on July 31, 2006 and these prices will be verified by the CCWA before acceptance. Based on industry estimates the anticipated Pipe prices will increase by 18%.

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

RESOLVED: to approve the renewal of the Annual Contract for Ductile Iron Pipe with U.S. Pipe & Foundry for a six (6) month period (through January 31, 2007). Actual prices will be calculated (based on independently published scrap prices) by U.S. Pipe on July 31, 2006 and these prices will be verified by the Authority before acceptance. Based on industry estimates, the anticipated Pipe prices will increase by 18%.

Brown Road Lift Station Recommendation: Chairman McQueen called on Mike Thomas, Manager of Program Management & Engineering, who stated that the 2005 Master Plan Update called for the Flint River/Swamp Creek Sewer Extension. The objective of that project was to extend gravity sewer to eliminate up to six (6) lift stations, expand our sewer service area and to address some capacity and flooding issues at the Brown Road Lift Station.

Regular Board Meeting
June 1, 2006
Page Eight

Mr. Thomas stated that after the surveying and during the design of this project, we determined that it was not feasible to extend a gravity sewer line up the Flint River and Swamp Creek. The lay of the land is too flat and appropriate sewer line slopes could not be obtained. Our proposed alternative is to upgrade the Brown Road lift station because of significant development in the basin above the lift station and install a new force main to transfer the increased flows to the Casey WRF. The other existing lift stations in this basin have adequate capacity.

The project estimate for the Flint River/Swamp Creek sewer extension was \$1.9 million and was going to be done in phases over four years because of the complexity and size of the project. This first year was budgeted at \$100,000 for design and easement acquisition. The Brown Road lift station and force main upgrade design can be completed and construction started in this fiscal year. The cost for this project is estimated at \$840,000. Therefore, we are seeking approval to increase the project budget for this year by \$740,000. The funding is available in the R&E fund due to sales tax rebates from previous Master Plan projects.

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

RESOLVED: to approve the use of seven hundred forty thousand dollars (\$740,000) from the R&E Fund for the Brown Road Lift Station upgrade project.

Casey Solids Handling & Odor Control Recommendation: Mr. Thomas stated that when the Authority upgraded the Casey Plant we did not upgrade Pelletizing because it was operating efficiently and the cost to upgrade a solids facility is tremendous. Mr. Thomas added that what we are looking at now is working with CH2M Hill on a Biosolids Master Plan. The Pelletizing facility is over twenty-five (25) years old, and we continue to have some periodic odor issues relating to the operation of that facility. We know that it will require some pretty significant rehabilitation and expansion in the future. To get rid of biosolids is a very regulated and expensive process. Fewer people are interested in taking the biosolids, so it is an important time for us to be looking at what we are going to be doing long term. We also need to address the solids from the other plants.

Mr. Thomas stated that the plan would include a summary of existing biosolids management approach and costs; development of alternatives; and completion of the plan using a phased approach for construction of any new facilities. The proposed task order cost is ninety-eight thousand dollars (\$98,000) and would be funded from the R&E Fund.

Regular Board Meeting
June 1, 2006
Page Nine

TASK ORDER NO. RE-06-03

This is an attachment to the AGREEMENT between CH2M HILL (“ENGINEER”) and CLAYTON COUNTY WATER AUTHORITY (“OWNER”), for a project generally described as the *Biosolids Management Plan*.

PROJECT DESCRIPTION

This Technical Scope of Work is prepared pursuant a meeting with representatives of Clayton County Water Authority (CCWA) at the W. B. Casey Water Reclamation Facility (WBC WRF) on May 2, 2006, at which the following guidance was received for the conduct of the Biosolids Management Plan (BMP):

- The focus of this effort is on the development of a BMP for the WBC WRF; the BMP is to include processing capacity for the solids production associated with the design capacity of 30 mgd at WBCWRF.
- The BMP will address the receipt and processing at WBC WRF of the unstabilized dewatered solids production from the North East Water Reclamation Facility (NE WRF) and the Shoal Creek Water Reclamation Facility (SC WRF), so long as the facilities selected by CCWA are capable of producing Class A biosolids.
- If a Class B solution is selected then the cakes from NE WRF and SC WRF will be disposed directly from each site.
- The estimated total solids production rates for a Class A facility are in the order of 36 DTPD (dry tons per day) on an annual average basis.
- Interim odor evaluation for existing facilities and recommended improvements if appropriate.
- Comprehensive odor control is to be incorporated in the upgraded solids processing facilities at WBC WRF.
- The recommended improvement program is to be implementable in phases commensurate with the availability of construction funds.
- The existing program for landfill disposal of grit and screenings at WBC WRF will be continued; no work on the management of these materials is required in the BMP.
- If anaerobic digestion is included in the selected improvement program, then the scum collected at the primary and secondary tanks is to be processed by anaerobic digestion.

The alternatives to be considered at WBC WRF are to include but not be limited to the following:

- A dewatered cake receiving facility at the WBC WRF, in conjunction with a Class A processing facility, to receive dewatered solids from NE WRF and SC WRF.
- If cake rather than thickened sludge is to be received from NE WRF and SC WRF, then a cake slurring operation would also be required to support the anaerobic digestion of sludge received and onsite solids production.
- Anaerobic digestion of the sludge streams, to either yield a Class B digested biosolids for further processing by thermal drying or disposal to landfill or other outlet, or a Class A

Regular Board Meeting
June 1, 2006
Page Ten

digested biosolids for direct beneficial reuse.

- Dewatering facilities to replace the existing facilities in the thermal drying building.
- Replacement thermal drying facilities, capable of processing the ultimate solids production rates from WBCWRF, NE WRF and SC WRF, within a 24/5 operating schedule.

The phasing of new facilities selected by CCWA for the WBC WRF shall be scheduled to match the availability of capital funding, and to support the continued operation of needed existing facilities until new facilities are commissioned. For example, the existing belt filter press and thermal drying facilities would be continued in operation until anaerobic digestion facilities and new dewatering facilities were commissioned. The existing landfill disposal operation would be continued for that fraction of the sludge cake production at WBC WRF that could not be dried in the existing thermal drying facility, until a new thermal drying facility can be commissioned.

ARTICLE 1. SCOPE OF SERVICES

The technical scope of work is outlined as follows:

Prepare a Biosolids Management Plan to recommend the required facilities and operations to adequately process the solids production from WBC WRF and to receive and process dewatered solids from NE WRF and SC WRF in the case where a Class A program is selected. Develop the plan using a phased approach. Take past work into account including the biosolids elements of the 2002 CCWA Residuals Management Plan, and the 2004 odor emissions review and the 2005 solids handling review at WBC WRF by CH2M HILL.

Task 1 – Summarize Existing Biosolids Management Approach and Costs

1. Develop a summary of current solids production and facilities for WBC WRF, and a summary of present and projected solids production for NE WRF and SC WRF. The summary will focus the current capability of WBC WRF to process solids. Identify any current solids capacity shortfalls and any capacity shortfalls with respect to wastewater treatment capacity at WBC WRF. The work effort for WBC WRF will include:
 - a. Review operating records to develop historical data on solids handling capacity.
 - b. Assume all major upgrades and improvements now underway are complete.
 - c. Agree in advance on the level of equipment redundancy required for reliability.
 - d. Review operating abnormalities or other operating recommendations for the solids handling unit processes, and obtain concurrence on procedures to resolve operating abnormalities before proceeding further with the study.
 - e. Review existing solids handling capacities based on both past historical data and CH2M HILL's knowledge and experience with

Regular Board Meeting
June 1, 2006
Page Eleven

- f. similar solids handling unit processes, and obtain concurrence on procedures to resolve differences before proceeding further with the study.
 - g. Determine inefficiencies and bottlenecks in existing solids handling unit processes including foreign biosolids loading and receiving facilities.
 - h. Determine deficiencies and shortages of existing solids handling capacity to meet the future solids production projections.
 - i. Determine remaining useful life of key processing equipment items.
2. Summarize current unit beneficial utilization or disposal costs at WBC WRF and collect unit costs for similar applications for comparison purposes. Identify the risk-associated cost with the loss of each of the current beneficial reuse or disposal options.
3. Evaluate the future solids production rates at WBC WRF, NE WRF and SC WRF, and develop future solids production projections, considering: (a) existing treatment plant capacity; (b) present design treatment plant flow rates; and (c) ultimate design treatment plant capacity. Prepare the projections for: (a) annual average daily flow rate; (b) maximum month daily flow rate; (c) maximum week daily flow rate; and (d) maximum day daily flow rate.
4. Evaluate scum handling at WBC WRF as follows:
 - a. Review operating records to develop historical data on scum production.
 - b. Review scum production rates based on both past historical data and the ENGINEER's knowledge and experience with similar treatment plants and collection systems.
 - c. Develop scum production projections for the solids production loading rates outlined above.
5. Prepare a summary technical memorandum of the findings and decisions from this phase of work.
6. Organize the first workshop with CCWA to review the current solids handling information, the unit beneficial utilization or disposal costs, the projected solids production rates, and other findings of this phase.
 - a. Discuss technological and industry trends in biosolids management, solids handling processes, and solids handling equipment.
 - b. Discuss the impact, requirement and restrictions of applicable and anticipated Federal regulations.
 - c. Discuss the solids management issues as well as the impact of Georgia regulations and legislation, applicable and anticipated local siting and approval requirements.

Regular Board Meeting
June 1, 2006
Page Twelve

- d. Focus the above discussions to essentially answer two questions about the future:
 1. What is CCWA going to be allowed to do?
 2. What does CCWA want to do that will be allowed?
 - e. Develop a consensus opinion of the most favored solids management alternatives which are practical and have a high probability of successful implementation in the future.
 - f. Develop a matrix of the options, risks and costs.
 - g. Prepare a workshop summary.
7. Conduct an interim odor evaluation of the existing operating facilities and make recommendations for improvements considering cost effectiveness and the amount of odor reduction.

Task 2 – Develop Solids Management Plan Alternatives

1. Evaluate alternate concepts for future solids handling for CCWA as a whole and for each treatment plant by considering the following:
 - a. CCWA's preference to use beneficial utilization of solids whenever practical within reasonable cost.
 - b. CCWA's preference to use various methods for beneficial biosolids utilization and/or disposal and to not rely on only one or two methods.
 - c. CCWA's requirements for alternative beneficial utilization or disposal methods to accommodate the loss of one or more of the current solids management options.
 - d. Growth of treatment plant flow and the timing of new treatment plant capacity coming on-line.
 - e. Transporting solids from NE WRF and SC WRF to WBC WRF to use central capacity to be provided in the BMP.
 - f. Existing land area available for new solids handling facilities.
 - g. Transportation cost for transporting solids from one solids handling facility to another for off-site processing, utilization and/or disposal.
 - h. Technological and industry trends in solids management and in solids handling processes and equipment
 - i. Impact, requirement and restrictions of all applicable and anticipated Federal and State regulations.
 - j. Impact of all applicable and anticipated local siting and approval requirements.
 - k. Handling of scum in a new solids processing train.
2. Conduct the second workshop with CCWA and with outside stakeholders that are identified by CCWA as participants. The workshop will address the development of stakeholder preferences for the vision, goals, objectives and technical alternatives for the BMP, and the solids processing to support the BMP. The workshop will also address the evaluation criteria for the alternatives, the weighting of the criteria, and specification of how each alternative performs relative to the criteria. CH2M HILL

Regular Board Meeting
June 1, 2006
Page Thirteen

3. will utilize the BMP Tool Kit, our computerized decision prioritization system, to facilitate the selection of criteria, and evaluation of alternative in terms of relative life-cycle cost, capital cost, operation and maintenance, and cost-benefit profiles. Prepare a workshop summary.

Task 3 – Develop Biosolids Management Plan

1. Develop the Biosolids Management Plan for the WBC WRF per the following:
 - a. Recommend the timing and size of required new or expanded solids handling facilities.
 - b. Recommend and describe the methods, technologies and unit processes for recommended new solids handling facilities.
 - c. Identify the sites required for recommended new solids handling facilities.
 - d. Identify and describe new marketing programs required for recommended new solids handling facilities as appropriate.
 - e. Identify the estimated cost for the recommended new solids handling facilities.
 - f. Identify the quantity, location, distance, and cost for hauling thickened sludges and/or cake solids from NE WRF and from SC WRF to WBC WRF for processing, utilization and/or disposal.
2. Prepare reports and supplemental information as follows:
 - a. Prepare a draft Biosolids Management Plan report presenting the information and recommendations developed during the study.
 - b. Prepare informational material to support CCWA in obtaining jurisdictional and political support for the Biosolids Management Plan.
 - c. Conduct a briefing for the CCWA Board and a separate briefing for the other parties.
 - d. Provide supplemental information as appropriate.
Modify draft Biosolids Management Plan taking comments from CCWA into account and prepare a final version in ten (10) copies and one (1) electronic copy.

ARTICLE 2. COMPENSATION

Compensation for the Scope of Services outlined in Article 1 shall be in accordance with the terms specified in Attachment A. Compensation shall be cost reimbursable-per diem (time and expenses), with a maximum, not to exceed amount of \$98,000.00 without written approval from the OWNER.

ARTICLE 3. - INSURANCE

The insurance coverage required for this “Task Order” is shown on the attached insurance exhibit B.

Regular Board Meeting
June 1, 2006
Page Fourteen

OTHER PROVISIONS

Specific assistance that the ENGINEER will need from the OWNER includes:

- **Copies of relevant records including operating reports**
- **Access to all facilities for field associated activities**
- **Availability of the OWNER'S staff for meetings and conference calls**

This Task Order will become part of the referenced AGREEMENT when executed by both parties

IN WITNESS WHEREOF, the parties execute below:

For OWNER, CLAYTON COUNTY WATER AUTHORITY

Dated this _____ day of _____, 2006

By: _____
Name Title

For ENGINEER, CH2M HILL

Dated this _____ day of _____, 2006

By: _____
Name Title

**EXHIBIT A
INSURANCE REQUIREMENTS
TASK ORDER RE-06-03
BIOSOLIDS MANAGEMENT PLAN**

ENGINEER's Insurance

The Engineer will maintain throughout the completion of the above and any subsequent task orders in connection with this project and after completion as required in this Exhibit A.

(a) Workers' compensation as required by the State (Statutory) where the work is performed and Employers Liability in the amount of one million (\$1,000,000) Each Per Accident, Per Disease Each Employee and Per Disease Policy Limit. ENGINEER shall also indemnify and hold OWNER harmless for any such liability that may attach to OWNER as a "statutory employer" of any of ENGINEER'S employees, agents or subcontractors. "An Alternate Employer Endorsement" naming the Owner as a protected Alternate Employer will be added to the Workers' Compensation policy.

(b) Automobile Liability insurance covering claims for injuries to persons and/or property arising from the use of motor vehicles, including onsite and offsite operations, owned, non-owned or hired vehicles, with \$1,000,000 Combined Single Limit.

(c) Commercial General Liability, Occurrence Form, including Contractual Liability, per Project General Aggregate Limit of Liability, losses caused by explosion, collapse and underground

Regular Board Meeting
 June 1, 2006
 Page Fifteen

(X,C,U perils). The Owner is added as an Additional Insured using ISO Form CG 20-10 extended to include Products/Completed Operations, or an equivalent Additional Insured endorsement, either form must be acceptable to the Owner. The coverage is primary as to the work of the ENGINEER for the Owner and includes separation of insureds (cross liability). Additional Insured status will be certified to the Owner for a period of five (5) years following completion of the project. The General Liability shall cover claims for injuries to persons or damage to property arising out of any covered negligent act or omission of ENGINEER or of any of its employees, agents, or subcontractors.

The limits of coverage shall be:

\$ 1,000,000	Per Occurrence
\$ 1,000,000	Personal or Advertising Injury
\$ 1,000,000	Fire Damage
\$ 5,000	Medical Payments
\$ 1,000,000	General Aggregate
\$ 1,000,000	Products/Completed Operations Occurrence and Aggregate

In the alternative, the ENGINEER may substitute a claims made policy in the same amounts and for the same coverages, provided that it has full prior acts coverage and a five (5) year Extended Reporting Period included in the current policy.

(d) Professional liability insurance to include coverage for the Owner and all Subs, Engineers and Design Consultants, with a minimum limit of \$10,000,000 per claim and in the aggregate. The OWNER may increase the limit requirements where in the opinion of the OWNER such increase is desired. The policy shall contain an eight (8) year Extended Reporting Period or the Engineer will furnish the Owner evidence of continuing coverage for that same period of time after completion. The Retro-active date under the policy will predate any work for the Owner. Sixty (60) days prior written notice of cancellation or non-renewal shall be given to the OWNER in the event of termination or non-renewal.

The Owner may elect to obtain a PROJECT policy on a primary or excess basis. The Engineer will amend their PRACTICE policy to provide primary or excess coverage to increase the combined limits of coverage. Deductibles included in the policies will be the responsibility of the Engineer.

(e) An Umbrella policy, including Excess following form, will be provided with a minimum limit of \$25,000,000 Per Occurrence and Aggregate (Per Project) and will apply over underlying policies for Automobile Liability, Commercial General Liability and Employers Liability. The Umbrella policy limits may be combined with the underlying limits to obtain the total limits required.

(f) The ENGINEER will furnish a Certificate of Insurance to the Owner for coverages (a) Workers' Compensation/Employers Liability; (b) Automobile Liability; (c) Commercial General liability; (d) Professional Liability; and Umbrella Liability. The certificates will include a

Regular Board Meeting
June 1, 2006
Page Sixteen

copy of the endorsement on each policy, which requires written notice to the Owner in the event, or termination or non-renewal of at least sixty (60) days.

The certificates for the Commercial General Liability will also include a copy of the endorsement naming the Owner as an Additional Insured, providing primary coverage for Operations and Products/Completed Operations.

Waiver of Subrogation – ENGINEER waives subrogation against Owner as to Workers' Compensation including Employment Practices Liability, Automobile and Commercial General Liability Policies.

(g) Each and every policy required by this contract shall be with a company that is rated by Best as A- or better. Further, the OWNER shall not be responsible for any deductibles established by such policies.

ATTACHMENT A

PROPOSED 2006 LABOR COMPENSATION SCHEDULE CLAYTON COUNTY WATER AUTHORITY

Per Diem Class	Grade	Billing Title	2005 Bill Rate**	2006 Bill Rate**
1	E9	Principle/Program Manager/Information Solutions Manager	162.00	165.00
2	E8	Principle/Program Manager/Information Solutions Manager	162.00	165.00
3	E7	Principle/Program Manager/Information Solutions Manager	162.00	165.00
4	E6	Project Manager/Senior Project Engineer/IS Engineer	140.00	143.00
5	E5	Project Manager/Senior Project Engineer/IS Engineer	140.00	143.00
6	E4	Project Engineer/Senior Engineer/Senior Planner/Senior Scientist	120.00	122.00
7	E3	Associate Engineer/Planner/Scientist	100.00	102.00
8	E2	Staff Consultant/Engineer/Software Development Analyst	90.00	92.00
9	E1	Staff Consultant/Engineer	77.00	79.00
10	E0	Staff Consultant/Engineer	77.00	79.00
11	T5	Lead Technician/Project Controls Specialist	89.00	91.00
12	T4	Lead Technician/Project Controls Specialist	89.00	91.00
13	T3	Field Service Specialist/Design Aide/Engineering Technician	67.00	68.00
14	T2	Field Service Specialist/Design Aide/Engineering Technician	67.00	68.00
15	T1	Field Service Specialist/Design Aide/Engineering Technician	67.00	68.00
16	T-Aide	Field Service Specialist/Design Aide/Engineering Technician	67.00	68.00
OFC	OFC	Office Support	61.00	62.00
		Startup Consultant	140.00	143.00
		Construction Manager	135.00	138.00
		Resident Engineer	108.00	110.00
		Field Engineer	91.00	93.00
		Lead Inspector	81.00	83.00
		Inspector	74.00	75.00
		Technical Assistant	67.00	68.00

**For all personnel, the proposed 2006 bill rate is equal to the approved 2005 bill rate plus 2%, rounded to the nearest whole dollar. Mike Bennett will work on this task order and will be billed at a Per Diem Class 6, E4, to reflect the assigned role on this project.

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

Regular Board Meeting
June 1, 2006
Page Seventeen

RESOLVED: to approve the Biosolids Management Plan Task Order No.RE-06-03 for the W. B. Casey WRF in the not-to-exceed amount of ninety-eight thousand dollars (\$98,000).

Northeast Plant O&M Manual Recommendation: Mr. Thomas stated that the Northeast Plant is currently being expanded from 6 MGD to 10 MGD. The Georgia Environmental Protection Division requires that an operations and maintenance manual be prepared for any new or modified wastewater treatment facility. These manuals are also very useful guides for CCWA operations employees, especially when learning to operate newly expanded plants. The manuals are required to describe in detail the appropriate operating procedures for the wastewater plant. The manuals must include general operating information as well as specific equipment instructions. The proposed “table of contents” for the manual is attached to provide insight into the level of detail required. The manual will be about 275 – 300 pages long and include approximately 50 schematic diagrams, photos of all major processes, and manufacturer’s diagrams or illustrations of all major equipment.

CCWA staff recommends awarding this work to Wellons Technical Publications for the cost of \$30,750. This cost is substantially lower than what a typical engineering firm would charge, and this company has prepared high quality manuals for CCWA in the past.

TABLE OF CONTENTS

Section	Page*	Section	Page*
1. Plant Design		7. Operations & Control	
Plant Design Overview	1-1	Chemical Feed Systems	
Unit Process Description	1-x	Aluminum Chloride	7-1
Design Efficiency Overview	1-x	Polymer	7-x
		Sodium Carbonate (soda ash)	7-x
2. Operations & Control		Sodium Hydroxide (caustic)	7-x
Preliminary Treatment		Sodium Hypochlorite	7-x
Raw Sewage Pump Station	2-1		
Fine Screens	2-x	8. Operations & Control	
Grit Removal	2-x	Odor Control System	8-1
3. Operations & Control		9. Operations & Control	
Primary Treatment		Generators	9-1
Primary Clarifiers	3-1		
Primary Chemical Addition	3-x	10. Operations & Control	
Primary Sludge Pump Station	3-x	Scada System	10-1
Scum Concentrator	3-x		

Regular Board Meeting
June 1, 2006
Page Eighteen

4. Operations & Control**Secondary Treatment**

Anaerobic/Anoxic Tanks	4-1
Biological Reactors	4-x
Mixed Liquor Recycle PS	4-x
Blowers	4-x
Secondary Clarifiers	4-x
RAS/WAS Pump Station	4-x
Secondary Scum PSs	4-x
Dewatering Pump Station	4-x

5. Operations & Control**Tertiary Process Equipment**

Intermediate Pump Station	5-1
Tertiary Chemical Addition	5-x
Tertiary Flocculation	5-x
Effluent Filters	5-x
UV Disinfection	5-x
W3 Pump Station	5-x
W3 Chemical Addition	5-x
Metering	5-x

6. Operations & Control**Solids Handling**

Primary Gravity Thickener	6-1
Drum Thickener/TWAS PS	6-x
Centrifuges	6-x
Solids Handling Chemical Feed	6-x

11. Plant Staffing

Chain of Command	11-1
Staffing Recommendations	11-x
Job Titles & Descriptions	11-x

12. Records and Reports

12-1

13. Safety

Importance & Features	13-1
Hazards & Precautions	13-x
Contacts & Safety Equipment	13-x

14. Utilities

Service Utilities	14-1
Collection System	14-x

15. Laboratory and Sampling

Laboratory Tests	15-1
Sampling & Holding Times	15-x
Permit Requirements	15-x
Process Control	15-x

16. Appendix

Permits & Regulatory	16-1
Equipment Operation Manuals	16-x
References	16-x

* Page numbers will be updated as chapters are completed.

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

RESOLVED: to award the Northeast WRF Operations & Maintenance Manual to Wellons Technical Publications for the cost of thirty thousand seven hundred fifty dollars (\$30,750) contingent upon approval of insurance as required and to authorize the General Manager to sign the contract documents.

UPON Motion by Wes Greene 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 the open session.

Chairman McQueen stated that due to some Board members being out of town the week of July 4th, would the Board want to reschedule the July meeting.

Regular Board Meeting
June 1, 2006
Page Nineteen

After some discussion, the July Board meeting was rescheduled for Thursday, July 13th at 1:30 p.m. The top three (3) candidates for the General Manager's position will be interviewed starting at 3:00 p.m. on that day.

Mr. Greene asked if the Board will have the top three candidate's resumes to review before the actual interview.

Chairman McQueen stated that the Board would have the top three (3) candidate's resumes ahead of time.

Mr. Brannan stated that the work on Conkle Road, to increase water pressure in the Weybridge subdivision area, is not quite complete due to a slowdown in crossing the gas line, but we should have a report for the Board at the next meeting.

Mr. Brannan stated that the auditors should be back at the Authority on July 5th to complete the audit. Mr. Westervelt and Ms. Barber have tentatively scheduled to meet with them to review the audit procedures.

Mr. Brannan stated that in the lobby area we do have bullet-proof glass in the windows in front of the Customer Service agents in the event that somebody might get irritated and try to get back in the Customer Service area. Currently, the doors and right to the side of the doors does not have bullet-proof glass. Some of the Customer Service employees indicated that they would feel more secure with bullet-proof glass. A rough estimate was obtained for the bullet-proof glass in the amount of seventeen or eighteen thousand dollars (\$17,000-\$18,000). Mr. Brannan added that he had only gotten one quote and might be able to get a lower quote, but he did not know how the Board felt about spending that kind of money for that security.

Vice Chairman, Lloyd Joiner, asked if the Customer Service staff has quite a bit of concern for their safety.

Mr. Brannan replied that this safety issue was brought up in a staff meeting of the Customer Service employees. Mr. Brannan added that he would talk to the entire staff in Customer Service and would collect more information and bring this issue back to the Board.

Mr. Brannan stated that Mike Thomas had mentioned earlier in the Board meeting about the tax rebates. A total rebate of two hundred seventy thousand one hundred sixty-

Regular Board Meeting
June 1, 2006
Page Twenty

two dollars and twenty-nine cents (\$270,162.29) consisting of two hundred sixteen thousand eight hundred fourteen dollars and three cents (\$216,814.03) for Solids Dewatering at the Smith Plant and Shoal Creek Plants and fifty-three thousand three hundred forty-eight dollars and twenty-six cents (\$53,348.26) for the Inman Road Wetlands project has been received.

Included in this total was eighty-three thousand eight hundred twenty-five dollars and fifty-six cents (\$83,825.56) in interest on the original amounts of one hundred eighty-six thousand three hundred dollars and twenty-six cents (\$186,300.26) for Smith and Shoal Creek and thirty-six thousand four hundred sixty-six dollars and fourteen cents (\$36,466.14) for Inman Road. The amount of interest on the Inman Road Wetlands rebate, which dated back to 2003, was due to misplacement of our paperwork by the state and involved us contacting them several times.

Mr. Brannan reminded the Board that the WEFTEC conference will be in Dallas, Texas, October 21st thru October 25th. Please let Mrs. Matthews know who will be attending so that she can make arrangements.

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

RESOLVED: that the regular session board meeting be adjourned.

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

Pete McQueen, Chairman

Walter Marie Barber, Secretary/Treasurer