

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting, December 2, 2010

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

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

Chairman McQueen called on Sean Ware, CCTV Technician, 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, November 4, 2010. 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, 2010.

Employee Recognition: Chairman McQueen called on Herbert Etheridge, Distribution & Conveyance Manager, to recognize Chris Camp, Water Repair/Installation Foreman, for his 20 years of service. Herbert thanked Chris for his hard work and dedication to the Water Authority and presented him with his 20-year service pin.

Chairman McQueen called on Jim Poff, Water Reclamation Manager to recognize Hilton Texidor, Lab Analyst, for his 15 years of service. Jim thanked Hilton for his hard work and dedication to the Water Authority and presented him with his 15-year service pin.

Chairman McQueen called on Mike Thomas, General Manager, to recognize Herbert Etheridge and his staff for receiving the GAWP Collection System of the Year Award. Mr. Thomas also recognized Suzanne Brown and other volunteer staff for their efforts leading to CCWA receiving the GAWP Public Education Program of the Year Award.

Annual Fence Installation & Repair Contract Bid Recommendation: Chairman McQueen called on Teresa Adams, General Services Manager, to present the Annual Fence Installation & Repair Contract Bid Recommendation.

COMPANY: C & C Fence Co.

	Description of Fencing	Unit Price *			NO BID RESPONSES FROM:
		(under 50)	(51 - 150)	(151-500)	
1.	Field Fence, barbed wire, 3-strand (per linear foot)	\$ 7.45	\$ 4.55	\$ 3.55	All Star Fence Atlanta, GA
	Corner Brace (each)	78.00	78.00	78.00	
2.	Field Fence, barbed wire, 4-strand (per linear foot)	7.70	4.80	3.80	Celebrity Fence Co., Inc. Ellenwood, GA
	Corner Brace (each)	78.00	78.00	78.00	
3.	Field Fence, barbed wire, 5-strand (per linear foot)	7.95	5.05	4.05	Joyner Fence Company, Stockbridge, GA
	Corner Brace (each)	78.00	78.00	78.00	
4.	Field Fence, "hog wire", 47" (per linear foot)	7.75	5.75	4.75	P.T.S. Fence Co., LLC Atlanta, GA
	Corner Brace (each)	78.00	78.00	78.00	
5.	Field Fence, "hog wire", 47" with 1-strand of barbed wire along Top (per linear foot)	8.00	6.00	5.00	DAF Concrete, Inc. Marietta, GA
	Corner Brace (each)	78.00	78.00	78.00	
	Chain link, 4', 11 gauge (per linear foot)	8.90	7.90	6.90	
6.	Terminal post (each)	31.00	31.00	31.00	
	Walk gate (each)	130.00	130.00	130.00	
	Drive gate (each)	268.00	268.00	268.00	
	Chain link, 6', Schedule 20 (per linear foot)	12.25	11.25	10.25	
7.	Terminal post (each)	41.75	41.75	41.75	
	Walk gate (each)	156.00	156.00	156.00	
	Drive gate (each)	272.00	272.00	272.00	
	Chain link, 6', Schedule 20, barbed wire (per linear foot)	13.75	12.75	11.75	
8.	Terminal post (each)	60.00	60.00	60.00	
	Walk gate (each)	180.00	180.00	180.00	
	Drive gate (each)	295.00	295.00	295.00	
	Chain link, 6', Schedule 20, barbed wire (per linear foot)	13.75	12.75	11.75	

	Description of Fencing	Unit Price *		
		(under 50)	(51 - 150)	(151-500)
9.	Chain link, 6', Schedule 40 (per linear foot)	13.50	12.50	11.50
	Terminal post (each)	46.75	46.75	46.75
	Walk gate (each)	168.00	168.00	168.00
	Drive gate (each)	289.00	289.00	289.00
10.	Chain link, 6', Schedule 40, barbed wire (per linear foot)	\$ 14.95	\$ 13.95	\$ 12.95
	Terminal post (each)	61.00	61.00	61.00
	Walk gate (each)	197.00	197.00	197.00
	Drive gate (each)	340.00	340.00	340.00
11.	Chain link, 8', Schedule 20 (per linear foot)	16.75	15.75	14.75
	Terminal post (each)	88.00	88.00	88.00
	Walk gate (each)	180.00	180.00	180.00
	Drive gate (each)	368.00	368.00	368.00
12.	Chain link, 8', Schedule 20, barbed wire (per linear foot)	18.25	17.25	16.25
	Terminal post (each)	101.00	101.00	101.00
	Walk gate (each)	195.00	195.00	195.00
	Drive gate (each)	401.00	401.00	401.00
13.	Privacy Fence, 6' wood (per linear foot)	14.50	13.50	12.50
	Terminal post wood (each)	0.00	0.00	0.00
	Walk gate (each)	150.00	150.00	150.00
	Drive gate (each)	275.00	275.00	275.00
14.	Privacy Fence, 8' wood (per linear foot)	19.50	18.50	17.50
	Terminal post wood (each)	0.00	0.00	0.00
	Walk gate (each)	175.00	175.00	175.00
	Drive gate (each)	300.00	300.00	300.00

This contract is used for CCWA's properties, and its customers' private properties. The awarded contractor will repair customers' fences that are affected by modifications or installations to water, sewer, and storm drains. Work will be assigned on an "as needed-when needed" basis and work will be paid per the unit prices as shown.

Staff recommends that this contract be awarded to the responsive bidder, **C & C Fence Co., Inc.** for the period of December 15, 2010 – December 14, 2011. This contract will be for one year and may be extended for a second and third year by mutual consent by both parties, with no changes in terms or conditions.

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

RESOLVED: to award the Annual Fence Installation & Repair Contract to C & C Fence Co., Inc. for the period of December 15, 2010 to December 14, 2011 based on the prices as shown above, to include the option to renew the contract for a second and third year at no changes in terms or conditions, and to authorize the General Manager to sign the contract documents.

Flint River/Mud Creek Sewer Rehabilitation Project Summary: Chairman McQueen called on Herbert Etheridge, Distribution & Conveyance Manager, to present the Flint River/Mud Creek Sewer Rehabilitation Project Summary.

Early in 2009 the CCWA initiated a project to clean, CCTV inspect, and rehabilitate approximately 41,000 feet of these outfalls in anticipation of these mains receiving the flows from the Atlanta Lift Station Force Main. This series of Sewer Mains are among the oldest in our system (being constructed in 1957) and has been a source of many issues for several years. Other projects completed on these mains in recent history include \$207,177.50 to CIPP line or replace 17 short sections of Corrugated Metal Pipe in 2007, and \$211,371.36 to relocate 400' of 21" Sewermain due to a collapse at the Tara MHP in 2009.

The CCWA Board approved a contract with Metals and Merchants Engineers in April 2009 for the cleaning and inspection of these mains in the amount of \$193,890.10. This portion of the project was completed at a final cost of \$192,338.66 (\$1,551.44 under estimate).

As a result of these inspections, as well as the structural failure and collapse of sewer mains within the Tara MHP, numerous tangents were identified as having significant structural and/or infiltration issues. These issues were corrected using existing Annual Contracts with Insituform Technologies for CIPP Lining and Tom Davidson & Sons for open cut replacement and relocation of mains.

In total we CIPP lined 8,709' of 18" – 24" Sewermain and open cut replaced or relocated 1,748' of 18" – 24" main. Additional funds were expended for materials, bypass pumping, gravel to build access roads, various property restorations (grassing, paving, and concrete), CCWA Labor/Equipment to build access roads, rehabilitate manholes, and provide project supervision.

Payments were made to the following contractors performing work on the project under CCWA Board approved contracts:

Insituform Technologies - \$782,702.70
Tom Davidson & Sons - \$676,124.62
Metals & Merchants Engineers - \$192,338.66

An additional \$416,728.03 was expended for bypass pumping, materials, gravel. Manhole Rehabilitation, CCWA labor, various property restorations, equipment rentals, and contracted services.

The total expenditures for this project were \$2,067,894.01.

Forest Park Tank Demolition Contract Change Order Recommendation:
Chairman McQueen called on Terry Moy, Program Management & Engineering Manager, to present the Forest Park Tank Demolition Contract Change Order Recommendation.

In September, CCWA opened proposals for the removal of the tank. Proposals were reviewed, scored by a CCWA selection team and resulted in Board approval to award to Iseler Demolition at the October meeting, conditional on obtaining an easement from the Mission San Felipe de Jesus. Prior to preparing the Request for Proposals, the church had indicated they were willing to provide an easement to CCWA to perform the work.

Easement negotiations with the church have not been productive. CCWA staff have been able to secure an easement from an adjacent property owner. Access to the tank from this location will require a larger crane and modified work plan. A revised price to complete the work from the contractor has been submitted and reviewed.

Staff recommends board approval to issue an addendum to increase the contract award as noted.

Description	Cost
Tank Removal	\$53,800
Salvage	-\$40,000
Previous Total	\$13,800
Addendum for modified Approach	\$19,850
Revised Total	\$33,650

UPON Motion by Don McMillian and seconded by Oscar Blalock it was unanimously

RESOLVED: to approve the Forest Park Tank Demolition Contract Change Order as requested and outlined above and to authorize the General Manager to sign the contract documents.

JDE Upgrade Implementation Consulting RFP Recommendation: Chairman McQueen called on Karen Riser, Risk Manager, to present the JDE Upgrade Implementation Consulting RFP Recommendation.

As part of the J. D. Edwards upgrade process, CCWA solicited proposals for an upgrade project to move our J. D. Edwards EnterpriseOne Xe solution to EnterpriseOne 9.0 which is purely technical in nature and involves the installation of the new version of the software. We plan to approach the upgrade as a two part project - part one being the technical upgrade and part two being the application upgrade. This Request for Proposal covers Part One only. Additionally, it is the intentions of CCWA MIS staff to install the new version of the software and have the consulting firm follow behind by performing a health assessment on our installation along with providing recommendations on technical adjustments to provide a solid foundation for Part Two which is the application upgrade. Request for Proposal solicitations were sent to thirty-five (35) consulting firms/individuals and responses were received by four consulting firms.

CCWA staff evaluated four proposals in response to a Request for Proposals (RFP) that was opened on November 9, 2010. The selection team evaluated the proposals and arrived at a final ranking as shown in the following table.

Vendor	Points Value	Cost Summary
Denovo	68.43	\$43,738.00
Halo Consulting	Withdrew Proposal*	\$25,500.00
The iConsortium	Non-responsive**	N/A
Zanett Commercial Solutions	81.43	\$22,200.00

The proposals were evaluated on the following criteria: Costs-50 points, Qualifications and Experience-25 points, Project Understanding-15 points and References-10 points.

*Halo withdrew their proposal shortly after submission as the consulting staff member they proposed to work on this project was no longer available.

**The iConsortium was deemed non-responsive as their proposal did not include any references as required in the RFP.

Staff recommends award to Zanett Commercial Solutions for an amount not to exceed \$22,200.00. This work will be funded from the R&E fund as part of the JD Edwards Upgrade Project.

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

RESOLVED: to award the contract for JD Edwards Upgrade Implementation Consulting to Zanett Commercial Solutions for the amount as shown above, contingent upon approval of bonds and insurance as required by the specifications, and to authorize the General Manager to sign the contract documents.

Removal of Rental Houses Recommendation: Chairman McQueen called on Mike Thomas, General Manager, to present the Removal of Rental Houses Recommendation.

As a follow up from the October 2010 board meeting, CCWA staff has received proposals for the disposal of the two CCWA vacant houses located at 50 Oakdale Drive, Stockbridge and 2021 Noah's Ark Road, Jonesboro. In total nine vendors were contacted and requested to submit a proposal of which the following three proposals were received:

Vendor	Proposed Disposal Method	Proposal Cost
American Logistics International, Inc. Griffin, GA 30224	Demolition and removal to include an asbestos survey	\$20,300.00 **
Atlas Disposal and Demolition Acworth, GA 30101	Demolition and removal to include an asbestos survey	\$23,597.30**
Roy Bishop Housemovers, LLC Stockbridge, GA 30281	Removal for salvage rights to said houses	No cost to CCWA

** Asbestos abatement costs are not included.

Staff recommends accepting the proposal of Roy Bishop Housemovers, LLC at no cost to CCWA. The houses and all heating, air, fixtures, cabinets, etc. shall remain in tact. Bishop Housemovers would also be given permission to remove any trees necessary to allow the removal of the houses and will be given 180 days to get the house removed.

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

RESOLVED: to approve and accept the proposal of Roy Bishop Housemovers, LLC as outlined above at no cost to CCWA, and to authorize the General Manager to sign the contract documents.

Resolution for Outdoor Water Use Restrictions: Chairman McQueen called on Mike Thomas, General Manager, to present the Resolution for Outdoor Water Use Restrictions.

Senate Bill 370, better known as the 2010 Water Stewardship Act, includes a provision requiring local governments to limit routine outdoor watering to the hours of 4 p.m. to 10 a.m. (no watering between 10 a.m. and 4 p.m.). SB 370 requires that this restriction be adopted by ordinance. In order to comply with this regulation, CCWA will work with Clayton County and its Cities to develop and adopt this ordinance. To show our support, we request the CCWA Board of Directors adopt a resolution to this effect. We have included a draft resolution which will be reviewed and revised by our attorney prior to the Board meeting.

**STATE OF GEORGIA
COUNTY OF CLAYTON**

RESOLUTION NO. 2010-01

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 Law and Policy Manual consisting of Chapters 1 through 15, each inclusive; and

WHEREAS, the State of Georgia has mandated that local governments adopt certain provisions governing the permissible hours for outdoor watering; and

WHEREAS, the Board wishes to amend the Clayton County Water Authority Law and Policy Manual so as to establish a policy in line with state law and local ordinances governing the permissible hours for outdoor watering.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED THAT: The Clayton County Water Authority hereby officially amends the Clayton County Water Authority Law and Policy Manual, Chapter 8, Customer Service, to create a new section which shall read as follows:

Chapter 8 CUSTOMER SERVICE

Section 40 Permissible Hours for Outdoor Watering

- (1) Customers may irrigate outdoors daily for purposes of planting, growing, managing, or maintaining ground cover, trees, shrubs, or other plants only between the hours of 4:00 P.M. and 10:00 A.M.
- (2) Paragraph (1) of this section shall not create any limitation upon the following outdoor water uses:
 - (A) Commercial agricultural operations as defined in Georgia Code Section 1-3-3;
 - (B) Capture and reuse of cooling system condensate or storm water in compliance with applicable local ordinances and state guidelines;
 - (C) Reuse of gray water in compliance with Georgia Code Section 31-3-5.2 and applicable local board of health regulations adopted pursuant thereto;
 - (D) Use of reclaimed waste water by a designated user from a system permitted by the Environmental Protection Division of the department to provide reclaimed waste water;
 - (E) Irrigation of personal food gardens;
 - (F) Irrigation of new and replanted plant, seed, or turf in landscapes, golf courses, or sports turf fields during installation and for a period of 30 days immediately following the date of installation;
 - (G) Drip irrigation or irrigation using soaker hoses;
 - (H) Hand watering with a hose with automatic cutoff or handheld container;
 - (I) Use of water withdrawn from private water wells or surface water by an owner or operator of property if such well or surface water is on said property;
 - (J) Irrigation of horticultural crops held for sale, resale, or installation;
 - (K) Irrigation of athletic fields, golf courses, or public turf grass recreational areas;
 - (L) Installation, maintenance, or calibration of irrigation systems; or
 - (M) Hydro seeding.

SO RESOLVED this 2nd day of December, 2010.

ATTEST:

CLAYTON COUNTY WATER
AUTHORITY

Marie Barber, Secretary

Pete McQueen, Chairman

Rodney Givens, Board Member

John M. Chafin, Vice Chairman

Don McMillian, Jr., Board Member

Oscar Blalock, Board Member

John L. Westervelt, Board Member

APPROVED AS TO FORM:

Steven M. Fincher, Attorney for
Clayton County Water Authority

UPON Motion by Don McMillian and seconded by Rodney Givens it was unanimously

RESOLVED: to approve adoption of the resolution for Outdoor Water Use Restrictions Ordinance as it is written and outlined above.

Recommended Approach for Engineering Services RFP: Chairman McQueen called on Terry Moy, Program Management & Engineering Manager, to present the Recommended Approach for Engineering Services RFP.

As directed, CCWA staff has developed a recommendation for procuring future engineering services for water, sewer and stormwater programs. CCWA staff's recommended approach includes the following:

- Master Services agreement for the purpose of providing program management, engineering studies and regulatory support;
- An annual contract issued to multiple engineering firms to provide demand services for relatively small design and construction management projects;
- Independently bidding out services for major design/construction management projects and specialty projects such as GIS support.

CCWA staff would recommend that the Master Services contract be awarded to CH2M Hill and that this contract and the annual services contracts be renewable for a period of three years.

UPON Motion by Oscar Blalock and seconded by Don McMillian it was

RESOLVED: by a 5 to 1 vote, to approve the recommendation for procuring future engineering services for water, sewer and stormwater programs as outlined above with the option to renew annual services contracts for a period of three years and to allow the General Manager to sign the contract documents. Mr. Givens opposed the recommendation.

Upon Motion by John Westervelt 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.

Mike Bennett, Deputy Manager, discussed and provided detailed data analysis of current customer service policies and procedures relating to payment arrangements, promise to pay and suspension of water services. Mr. Bennett informed the Board that there is a need to modify current customer service policies and procedures and will bring back recommendations at a future board meeting.

Mr. Thomas, General Manager, stated the correspondence he sent regarding Ft. Gillem was effective. A meeting occurred among stakeholders to address the issues.

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

RESOLVED: to adjourn the regular session board meeting.

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

Pete McQueen, Chairman

Walter Marie Barber, Secretary/Treasurer