

CLAYTON COUNTY WATER AUTHORITY
Regular Board Meeting
Zoom Meeting

Present at the meeting were: Chairman Robin Malone, Vice Chairman Marie Barber, Secretary/Treasurer Rodney Givens, Board Member John Westervelt, Board Member John Chafin, Board Member Dr. Cephus Jackson, General Manager H. Bernard Franks, Assistant General Manager Teresa Worley, Assistant General Manager Keisha Thorpe, Legal Counsel Steve Fincher, Executive Coordinator Amanda La Pierre and other CCWA staff and visitors. Absent: Board Member Vivian Baldwin.

Invocation

Robin Malone introduced Software T&D Coordinator Maria Perry to perform the invocation.

Adoption of Agenda

UPON MOTION by Marie Barber and second by John Westervelt it was unanimously

RESOLVED to adopt the agenda as presented.

Approval of Minutes

Chairman Robin Malone called for any omissions or additions to the Minutes of the Regular Board Meeting held on January 7, 2021.

UPON MOTION by Dr. Cephus Jackson and second by Marie Barber, it was unanimously

RESOLVED to approve the Minutes of the Regular Board Meeting held on January 7, 2021.

Financial and Statistical Reports

Finance Director Allison Halron reviewed the financial information distributed to the Board for the period ending December 31, 2020. Information only, no action taken.

New Business

Closed Circuit Television Inspections (CCTV) Bid Recommendation: Stormwater Director Kevin Osbey presented a recommendation on the Closed Circuit Television Inspections (CCTV) bid.

CCWA requested and received bids from experienced contractors to provide inspection services of its water, sewer, and stormwater infrastructure. To accomplish the various tasks such as line cleaning, televising & recording, pole camera inspections, and other miscellaneous tasks, CCWA staff prepared a bid package that incorporates over 160 items as shown on the unit price attachment. Although the selected contractor(s) will primarily

perform work for Distribution & Conveyance and Stormwater, there may be occasional work provided for other departments.

Contractor	Total Bid Summary	CCWA SLBE Vendor	SLBE Bid Summary
All Pipeline TV & Air Testing, Inc. Hampton, GA	\$276,150.50	Yes (10%)	\$248,535.45
Metals & Materials Engineers, Inc. Stone Mountain, GA	\$414,674.50	Yes (7.5%)	\$383,573.91
Southeast Pipe Survey, Inc. Patterson, GA	\$793,893.10	No	\$793,893.10

BID OPENING - Tuesday, January 5, 2021 at 2:00 p.m. local time

UNIT PRICING				All Pipeline TV	Metals and Materials Engineers, Inc	Southeast Pipe Survey, Inc.
No.	Work Item	Detail	Unit	Unit Cost	Unit Cost	Unit Cost
1	Mobilization - Sewer Cleaning		EA	\$150.00	\$750.00	\$2,468.60
2	Mobilization - CCTV / Polecamera		EA	\$150.00	\$100.00	\$2,408.90
3	Mobilization - Excavation Work		EA	\$750.00	\$500.00	\$5,389.80
4	Mobilization - Pressure Testing		EA	\$150.00	\$100.00	\$2,109.20
5	Emergency Mobilization		EA	\$1,000.00	\$1,000.00	\$2,878.00
6	Performance and Payment Bonds	For Project Work Orders of \$100,000 or more in value	EA	\$1,800.00	\$1,800.00	\$5,000.00
7	Traffic Control County Road	Lane Closures - Up to 4 hours / per day	EA	\$1,400.00	\$750.00	\$1,142.30
8		Lane Closures - Greater than 4 hours / per day	EA	\$1,500.00	\$950.00	\$2,284.55
9		Road Closure - Up to 4 hours / per day	EA	\$1,400.00	\$600.00	\$1,446.90
10		Road Closure - Greater than 4 hours / per day	EA	\$1,500.00	\$850.00	\$2,817.60
11	Traffic Control State Road	Lane Closures - Up to 4 hours / per day	EA	\$1,400.00	\$750.00	\$2,284.55
12		Lane Closures - Greater than 4 hours / per day	EA	\$1,500.00	\$950.00	\$4,569.05
13		Road Closure - Up to 4 hours / per day	EA	\$1,400.00	\$600.00	\$2,284.55
14		Road Closure - Greater than 4 hours / per day	EA	\$1,500.00	\$850.00	\$4,569.05
15	Pumping 4-inch Pump	Single Pump System	DY	\$1,200.00	\$875.00	\$1,883.75
16		Redundant Pump System	DY	\$1,500.00	\$975.00	\$2,064.70
17	Pumping 6-inch Pump	Single Pump System	DY	\$1,700.00	\$1,200.00	\$1,945.55
18		Redundant Pump System	DY	\$2,000.00	\$1,400.00	\$2,188.35
19	Pumping 8-inch Pump	Single Pump System	DY	\$2,200.00	\$1,750.00	\$2,262.65
20		Redundant Pump System	DY	\$2,500.00	\$1,950.00	\$2,822.50
21	Pumping 10-inch Pump	Single Pump System	DY	\$3,200.00	\$3,200.00	\$2,262.65
22		Redundant Pump System	DY	\$3,300.00	\$3,300.00	\$2,822.50
23	Pumping 12-inch Pump	Single Pump System	DY	\$4,000.00	\$4,000.00	\$2,529.20
24		Redundant Pump System	DY	\$4,200.00	\$4,200.00	\$3,353.95
25	Cleaning - Sanitary Sewer Up to 12-in Diameter		LF	\$1.00	\$2.25	\$1.70
26	Cleaning - Sanitary Sewer Larger than 12-in to 18-in Diameter		LF	\$1.25	\$2.25	\$1.90

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27	Cleaning - Sanitary Sewer Larger than 18-in to 24-in Diameter		LF	\$1.50	\$3.25	\$2.15
28	Cleaning - Sanitary Sewer Larger than 24-in to 36-in Diameter		LF	\$2.10	\$4.25	\$2.55
29	Cleaning - Sanitary Sewer Larger than 36-in to 48-in Diameter		LF	\$3.50	\$4.25	\$3.50
30	Heavy Cleaning - Sanitary Sewer Up to 12-in Diameter		LF	\$2.50	\$2.25	\$2.35
31	Heavy Cleaning - Sanitary Sewer Larger than 12-in to 18-in Diameter		LF	\$3.50	\$2.25	\$2.70
32	Heavy Cleaning - Sanitary Sewer Larger than 18-in to 24-in Diameter		LF	\$6.00	\$4.75	\$4.05
33	Heavy Cleaning - Sanitary Sewer Larger than 24-in to 36-in Diameter		LF	\$8.00	\$8.75	\$8.70
34	Heavy Cleaning - Sanitary Sewer Larger than 36-in to 48-in Diameter		LF	\$12.00	\$15.50	\$12.05
35	Cleaning - Stormwater Sewer Up to 12-in Diameter	Up to 25% of Diameter	LF	\$0.80	\$2.25	\$1.80
36	Cleaning - Stormwater Sewer Up to 12-in Diameter	More than 25% to 50% of Diameter	LF	\$1.00	\$2.25	\$2.10
37	Cleaning - Stormwater Sewer Up to 12-in Diameter	More than 50% of Diameter	LF	\$1.25	\$2.25	\$2.55
38	Cleaning - Stormwater Sewer Larger than 12-in to 18-in Diameter	Up to 25% of Diameter	LF	\$1.00	\$2.25	\$2.00
39	Cleaning - Stormwater Sewer Larger than 12-in to 18-in Diameter	More than 25% to 50% of Diameter	LF	\$1.50	\$2.25	\$2.35
40	Cleaning - Stormwater Sewer Larger than 12-in to 18-in Diameter	More than 50% of Diameter	LF	\$2.75	\$2.25	\$3.00
41	Cleaning - Stormwater Sewer Larger than 18-in to 24-in Diameter	Up to 25% of Diameter	LF	\$1.50	\$5.50	\$2.25
42	Cleaning - Stormwater Sewer Larger than 18-in to 24-in Diameter	More than 25% to 50% of Diameter	LF	\$2.50	\$5.50	\$2.90
43	Cleaning - Stormwater Sewer Larger than 18-in to 24-in Diameter	More than 50% of Diameter	LF	\$3.25	\$7.50	\$4.40

BID OPENING - Tuesday, January 5, 2021 at 2:00 p.m. local time

UNIT PRICING				All Pipeline TV	Metals and Materials Engineers, Inc	Southeast Pipe Survey, Inc.
No.	Work Item	Detail	Unit	Unit Cost	Unit Cost	Unit Cost
44	Cleaning - Stormwater Sewer Larger than 24-in to 36-in Diameter	Up to 25% of Diameter	LF	\$2.00	\$7.50	\$2.60
45	Cleaning - Stormwater Sewer Larger than 24-in to 36-in Diameter	More than 25% to 50% of Diameter	LF	\$3.00	\$7.50	\$4.00
46	Cleaning - Stormwater Sewer Larger than 24-in to 36-in Diameter	More than 50% of Diameter	LF	\$6.00	\$7.50	\$6.60
47	Cleaning - Stormwater Sewer Larger than 36-in to 48-in Diameter	Up to 25% of Diameter	LF	\$6.00	\$15.50	\$5.20
48	Cleaning - Stormwater Sewer Larger than 36-in to 48-in Diameter	More than 25% to 50% of Diameter	LF	\$12.00	\$15.50	\$9.10
49	Cleaning - Stormwater Sewer Larger than 36-in to 48-in Diameter	More than 50% of Diameter	LF	\$17.00	\$15.50	\$16.95
50	Cleaning - Stormwater Sewer Larger than 48-in Diameter		HR	\$300.00	\$350.00	\$239.60
51	CCTV	Up to 10 Foot Depth to Invert	CF	\$7.50	\$10.00	\$9.60
52		Greater than 10 Foot Depth to Invert	CF	\$10.00	\$10.00	\$9.60
53		With PACP Assessment	LF	\$1.25	\$1.25	\$1.05
54		Without PACP Assessment	LF	\$1.25	\$1.25	\$1.05
55		Standby CCTV	HR	\$150.00	\$150.00	\$182.00

56	Polecamera Pipe Inspection	With GPS Location	EA	\$75.00	\$75.00	\$91.00
57		Without GPS Location	EA	\$28.00	\$65.00	\$91.00
58	Polecamera Structure Inspection	With GPS Location	EA	\$75.00	\$75.00	\$72.80
59		Without GPS Location	EA	\$28.00	\$35.00	\$72.80
60	Pressure Testing	Low Pressure Air	LF	\$1.00	\$1.00	\$13.85
61		Hydrostatic	LF	\$1.00	\$1.00	\$13.85
62		Static Water Level	EA	\$1,000.00	\$650.00	\$922.40
63	Erosion and Sedimentation Control	Silt Fence - Type A	LF	\$2.75	\$2.00	\$5.80
64	Sediment Barrier Installation	Silt Fence - Type C	LF	\$3.75	\$3.00	\$5.80
65		Hay Bale	LF	\$5.10	\$5.00	\$11.15
66	Erosion and Sedimentation Control	Barrier Removal	LF	\$1.10	\$0.75	\$6.70
67	Sediment Barrier Removal	Straw Mulching	SF	\$0.45	\$0.20	\$5.60
68	Erosion and Sedimentation Control	Seed and Straw Mulch	SF	\$0.50	\$0.30	\$5.75
69	Soil Stabilization	Seed and Matt Blanket	SF	\$0.60	\$0.75	\$5.80
70		Sod	SF	\$1.90	\$10.00	\$8.35
71	Site Work – Hauling Material from Outside of County		HR	\$80.00	\$80.00	\$59.95
72	Site Work – Brush Removal		SF	\$0.80	\$1.00	\$1.15
73	Site Work – Tree Removal	4 inch to 6 inch diameter	EA	\$450.00	\$250.00	\$333.90
74		Greater than 6 inch to 12 inch diameter	EA	\$700.00	\$500.00	\$667.85
75		Greater than 12 inch to 24 inch diameter	EA	\$1,700.00	\$1,500.00	\$1,335.65
76		Greater than 24 inch to 36 inch diameter	EA	\$2,000.00	\$1,500.00	\$2,226.05
77	Site Work – Fence Work	Chain-Link / Wire Removal or Reinstall	LF	\$12.00	\$8.00	\$11.05
78		Wood Removal or Reinstall	LF	\$20.00	\$10.00	\$22.30
79	Site Work – General Excavation	Up to 6 feet deep	CF	\$1.90	\$1.50	\$1.70
80		Greater than 6 feet to 10 feet deep	CF	\$1.90	\$1.50	\$1.95
81		Greater than 10 feet to 14 feet deep	CF	\$1.90	\$1.50	\$2.25
82		Greater than 14 feet to 18 feet deep	CF	\$1.90	\$1.50	\$2.80
83	Site Work – General Fill / Backfill	Fill Dirt	CF	\$1.30	\$1.50	\$1.70
84		Sand	CF	\$1.60	\$1.50	\$2.25
85		Crushed Stone / Graded Aggregate Base	CF	\$1.40	\$2.50	\$8.35
86		#3, #4, #34, #5, #57 and #89 Stone	CF	\$1.70	\$3.50	\$8.35
87		Surge Stone	CF	\$1.70	\$4.00	\$9.75
88		Rip-Rap Stone Type III	CF	\$1.90	\$6.00	\$11.15
89	Site Work – Stone Placement	4 inch thick layer	SF	\$1.65	\$5.00	\$13.40
90	Crushed Stone / Graded Aggregate Base	2 inch thick layer increment	SF	\$0.85	\$6.00	\$8.90
91	Site Work – Stone Placement	4 inch thick layer	SF	\$1.60	\$5.00	\$13.40
92	#3, #4, #34, #5, #57 and #89 Stone	2 inch thick layer increment	SF	\$1.10	\$6.00	\$8.90
93	Site Work – Stone Placement	Surge Stone 6 inch thick layer	SF	\$1.80	\$7.00	\$15.60
94	Surge Stone	6 inch thick layer increment	SF	\$1.80	\$6.00	\$13.40
95	Site Work – Stone Placement	Type III Rip-Rap Stone 12 inch thick layer	SF	\$2.10	\$7.00	\$11.15
96	Type III Rip-Rap	12 inch thick layer increment	SF	\$2.10	\$6.00	\$11.15
97	Site Work – Stone Placement	Type 1 Rip-Rap	SF	\$3.50	\$5.00	\$13.95
	Type 1 Rip-Rap					

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UNIT PRICING				All Pipeline TV	Metals and Materials Engineers, Inc	Southeast Pipe Survey, Inc.
No.	Work Item	Detail	Unit	Unit Cost	Unit Cost	Unit Cost
98	Site Work – Geotextile Fabric Installation		SF	\$1.10	\$0.50	\$1.15
99	Site Work – Steel Plate Installation	Up to 40 square foot plate	DY	\$110.00	\$40.00	\$278.25
100		Greater than 40 square foot to 96 square foot plate	DY	\$210.00	\$120.00	\$333.90
101		Greater than 96 square foot to 160 square foot plate	DY	\$310.00	\$275.00	\$556.50
102	Pavement – Remove Asphalt	Up to 4 inch thick layer	SF	\$2.75	\$7.25	\$11.15
103		Greater than 4 inch to 8 inch thick layer	SF	\$2.75	\$7.25	\$13.95
104		Greater than 8 inch to 12 inch thick layer	SF	\$4.25	\$9.75	\$16.70
105		Greater than 12 inch thick layer	SF	\$5.50	\$12.50	\$22.30
106	Pavement – Remove Concrete Flat Work	Up to 4 inch thick layer	SF	\$2.75	\$8.00	\$11.15
107		Greater than 4 inch to 8 inch thick layer	SF	\$3.25	\$10.00	\$13.95
108		Greater than 8 inch to 12 inch thick layer	SF	\$4.25	\$15.00	\$16.70

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109		Greater than 12 inch thick layer	SF	\$6.25	\$20.00	\$22.30
110		Curb and Gutter	LF	\$5.25	\$5.00	\$27.85
111	Pavement – Milling	Up to 1500 SF	EA	\$6,000.00	\$7,500.00	\$3,339.05
112		Additional Square Footage	SF	\$4.10	\$7.25	\$3.90
113	Pavement – Asphalt Patching	3 inch thick layer	SF	\$7.10	\$34.00	\$5.05
114		1 inch thick layer increment	SF	\$2.40	\$2.50	\$2.25
115	Pavement – Asphalt Paving	3 inch thick layer	SF	\$6.50	\$25.50	\$22.30
116		1 inch thick layer increment	SF	\$2.50	\$2.25	\$2.25
117	Pavement – Concrete Flatwork	Up to 4 inch thick layer	SF	\$6.00	\$16.50	\$13.95
118		Greater than 4 inch to 6 inch thick layer	SF	\$7.00	\$35.00	\$18.40
119		Greater than 6 inch to 8 inch thick layer	SF	\$8.50	\$75.00	\$23.40
120		Greater than 8 inch to 10 inch thick layer	SF	\$10.00	\$82.00	\$27.85
121		Bulk	CY	\$600.00	\$525.00	\$556.50
122		Wire Mesh	SF	\$1.30	\$1.35	\$1.70
123	Pavement – Curb and Gutter	Steel Reinforcement	LF	\$6.00	\$5.25	\$2.25
124		Up to 24 inch width, square back	LF	\$27.00	\$35.00	\$61.25
125		Up to 24 inch width, roll back	LF	\$27.00	\$35.00	\$61.25
126	Pavement – Catch Basin Spillway Throat		LF	\$110.00	\$95.00	\$222.60
127	Pavement – Line Striping	Up to 6 inch wide	LF	\$5.60	\$6.00	\$2.25
128		24 inch wide	LF	\$8.60	\$9.00	\$8.90
129	Pavement – Marking	Handicap Symbol	EA	\$200.00	\$175.00	\$1,669.55
130	Pavement – Pressure Washing		SF	\$0.60	\$0.75	\$1.15
131	Precast Manhole Raising 4-Foot Diameter	Flat Top	EA	\$175.00	\$750.00	\$1,669.55
132		Cone Section	EA	\$175.00	\$750.00	\$1,780.85
133		Riser Section	VF	\$175.00	\$350.00	\$890.40
134	Precast Manhole Raising 5-Foot Diameter	Flat Top	EA	\$225.00	\$1,200.00	\$2,782.55
135		Cone Section	EA	\$225.00	\$1,200.00	\$3,060.80
136		Riser Section	VF	\$225.00	\$1,200.00	\$1,113.05
137	Ring and Cover Installation	Installation	EA	\$125.00	\$750.00	\$1,113.05
138		Additional Height, Per Brick Layer	EA	\$125.00	\$150.00	\$278.25
139	Precast Catch Basin Spillway Installation		EA	\$525.00	\$1,500.00	\$1,669.55
140	Precast Catch Basin Top Slab Installation		EA	\$525.00	\$1,475.00	\$1,669.55
141	Brick Work	1 Brick Deep Wall Construction	SF	\$50.00	\$60.00	\$22.30
142		2 Brick Deep Wall Construction	SF	\$75.00	\$75.00	\$33.40
143		3 Brick Deep Wall Construction	SF	\$100.00	\$125.00	\$44.55
144		4 Brick Deep Wall Construction	SF	\$125.00	\$175.00	\$55.65
145	Hourly Labor	Superintendent	HR	\$35.00	\$75.00	\$102.25
146		Foreman	HR	\$30.00	\$75.00	\$87.80
147		Operator	HR	\$25.00	\$75.00	\$69.55
148		Pipe Layer	HR	\$23.00	\$55.00	\$69.55
149		Laborer	HR	\$20.00	\$45.00	\$64.10
150		Dump truck Driver	HR	\$20.00	\$65.00	\$30.65
151	Hourly Equipment	45,000 # Class Excavator	HR	\$130.00	\$300.00	\$111.30
152		17,000 # Class Excavator	HR	\$85.00	\$125.00	\$61.25
153		10,000 # Class Excavator	HR	\$85.00	\$115.00	\$44.55
154		30,000 # Class Rubber Tired Loader	HR	\$90.00	\$115.00	\$133.60
155		Rubber Tired Backhoe / Loader	HR	\$65.00	\$75.00	\$83.50
156		18,000 # Class Track Dozier	HR	\$80.00	\$125.00	\$94.65
157		Vibratory Soil Compactor (Remote Controlled) Up to 48-inch compaction width	HR	\$50.00	\$75.00	\$66.80
158		Dump Truck (Tandem Rear Axle)	HR	\$80.00	\$80.00	\$94.65
159		Hydro Excavator	HR	\$300.00	\$325.00	\$58.65

BID OPENING - Tuesday, January 5, 2021 at 2:00 p.m. local time

U NIT PRICING

All Pipeline TV

Metals and Materials
Engineers, Inc

Southeast Pipe Survey,
Inc.

No.	Work Item	Detail	Unit	Unit Cost	Unit Cost	Unit Cost
160		Utility Truck Fully Equipped with Hand Tools, Air Tools, Cutting Tools, Mudhog Pump, Generator, Air Compressor, Mechanical Tamp	HR	\$35.00	\$75.00	\$111.30
161	Equipment Rental		EA	10%	10%	10%
162	Supplied Material		EA	10%	10%	10%
163	Specialty Services		EA	10%	10%	10%

Recommendation:

CCWA staff recommended awarding the annual contract for CCTV to All Pipeline TV & Air Testing, Inc. as the primary and sole contractor.

UPON MOTION by John Chafin and second by Dr. Cephus Jackson it was unanimously

RESOLVED to award Closed Circuit Television Inspections (CCTV) Bid to All Pipeline TV & Air Testing, Inc. as the primary and sole contractor at the bid pricing provided for a period of one year with the option to renew a second & third year at the same terms and conditions; contingent upon the vendor meeting bond & insurance requirements and authorizing the General Manager to sign the contract.

Benchmark Contract Extension Recommendation: Stormwater Director Kevin Osbey presented a recommendation on the Extension of Benchmark's contract.

In an effort to provide additional On-Demand Engineering Services to support the implementation of Clayton County Water Authority's Strategic Master Plan (SMP), Staff prepared and advertised a Request for Qualifications (RFQ) from companies that were defined as small firms. Small firms are companies with 100 employees or less. There was also an emphasis placed on these firms being local to the Metropolitan Atlanta area. The RFQ was sent to local firms in September 2015. Staff made a recommendation, to the Board, on the selection of four (4) firms. Those firms were:

- Rivers To Tap, Inc. (R2T)
- Engineering Strategies, Inc.
- Integrated Science and Engineering, Inc.
- Benchmark Management, LLC

All four firms were approved by the Board in January 2016. Master Services Agreements with the four firms were executed in May 2016, with a term of 3 years and the option to renew for two (2) additional 1-year periods. Each of the four firms has been approved for the fifth and final year, and all contracts are set to expire in May 2021.

In August 2020, Benchmark Management, LLC was selected to provide design services on a Stormwater Culvert project that involves replacement needs of systems around the county. Designs for these culverts are expected to be completed by the end of February 2020. This allows for a procurement schedule that will meet a bid opening, May 6, 2021, and a request for Board approval on June 3, 2021.

It has been customary for the design engineering firm to provide Services During Construction on projects they've helped prepare. Therefore, Staff is recommending that Benchmark Management provide Services During Construction on the Stormwater Culvert project. Unfortunately, the Board approval period is later than Benchmark's contract.

Recommendation:

CCWA staff is recommended a 90-day extension to Benchmark Management, LLC. Master Services Agreement to ensure adequate time for executing a future Task Order for Services During Construction.

UPON MOTION by Dr. Cephus Jackson and second by John Chafin, it was unanimously

RESOLVED to approve a 90-day extension to the Benchmark Management, LLC Master Services Agreement; contingent upon the vendor meeting bond & insurance requirements and authorizing the General Manager to sign the contract.

Stormwater GEFA Loan Request: Stormwater Director Kevin Osbey presented a request for a Stormwater GEFA Loan.

As part of the Stormwater Utility 2020-21 Annual Budget, \$3,420,799 was dedicated for large capital projects that directly went to replacing/renewing existing stormwater Infrastructure. Of this funding, \$1,920,799 was dedicated to activities involving the actual removal and replacement of pipe and other structures. The remaining \$1,500,000 was dedicated to trenchless technology methods such as cured in place pipe (CIPP).

The Stormwater Department has identified infrastructure replacement needs that are quite large in scope and costs. Performing such repairs, using annual capital budgets, would not allow for the department to provide much needed services for many of our normal customers. During the first 8 months of this current fiscal year, Staff has performed (or in process of performing) 80 capital jobs that exceeds \$3M. Therefore, Staff will be taking a different approach by packaging several of these larger construction jobs together and requesting a low interest loan through the Georgia Environmental Financing Authority's (GEFA) Clean Water State Revolving Fund.

Firm	Description	Design (Act/Est)	Construction (Est)	SDC (Est)	Adjusted Budget
Benchmark	Culvert Replacement Flat Shoals Road Pine Ridge Road Cynthia Lane Southlake Parkway 1, 2, 3	*\$418,702	\$6,068,842	\$427,240	\$6,914,784

Jacobs	Culvert Repairs Walt Stephens Road Rock Cut Road	\$200,000	\$347,000	\$170,000	\$717,000
Jacobs	Culvert Replacement Tara Emissions	\$100,000	\$725,000	\$85,000	\$910,000
<i>*Currently Underway</i>				Anticipated Total:	\$8,541,784

Recommendation:

CCWA staff recommended approval to apply for a Clean Water State Revolving Loan through GEFA to fund the projects shown in the table above to cover their final estimated cost but not to exceed \$10,000,000.

UPON MOTION by John Chafin and second by John Westervelt, it was unanimously

RESOLVED to approve the application for a Clean Water State Revolving Loan through GEFA to fund the projects shown in the table above to cover their final estimated cost but not to exceed \$10,000,000.

Water Reclamation GEFA Loan Request: Program Management and Engineering Director Kelly Taylor presented a request for a Water Reclamation GEFA Loan.

Originally constructed in 1980, the pelletizing facility has been able to handle all solids generated by the combined flow of W.B. Casey and R.L. Jackson influent pump stations, however, it is now at capacity (19.4 MGD) and has reached the end of its useful life. Pelletizing produces a Class A biosolids through a drying/pelletizing process. Since its existence, there has only been one major upgrade performed in pelletizing which occurred in 2011 and this consisted of upgrades to electrical and instrumentation and controls. The pelletizing facility has had 191 work orders in the past year alone ranking it the second highest in number of work orders out of all facilities within the Authority.

Due to its age, unreliability in its current equipment, safety concerns and uncertainty of disposal cost, a biosolids alternative evaluation was performed and determined that a new facility would be needed. These upgrades will consist of the addition of anaerobic digestion of primary sludge, combined dewatering of digested primary sludge & waste activated sludge, a cake receiving station and thermal drying will give us the ability to process 32 MGD of flow from W.B. Casey's along with Northeast solids as well as produce a better Class A pellet for distribution.

These upgrades and improvements will be a major investment to our overall W.B. Casey Water Resource and Recovery Facility (WRRF).

This project is one of the larger 2020 Strategic Master Plan projects [SMP 20-703] - Casey WRRF 32 MGD Upgrade – Solids. The total cost of this project is estimated to cost \$100,000,000 and was presented during the Financial Strategy as being funded by a Clean Water State Revolving Fund (CWSRF) loan through GEFA.

The first phase of this project will be the detailed design work for the upgrades to W.B. Casey Pelletizing Facility which will take eighteen months and cost approximately \$8,000,000.

Recommendation:

CCWA staff recommended approval to apply for a GEFA loan in the amount of \$8,000,000 to fund this design work.

UPON MOTION by John Westervelt and second by Marie Barber, it was unanimously

RESOLVED to approve the application for a GEFA loan to fund the design work described for an amount not to exceed \$8,000,000.

Organizational Assessment Task Order: Assistant General Manager Teresa Worley presented a recommendation on an Organizational Assessment Task Order.

As part of our 2019 Strategic Asset Management Plan (SAMP), an “Organizational Support Functions Assessment” was completed, to evaluate how well CCWA performs activities that support managing assets without directly touching them. This included an evaluation against six key categories, primarily through interviews with staff in Procurement, Public Relations, Customer Service, Finance, IT, and Program Management and Engineering. The proposed Task Order will address findings within the Organizational Readiness category, which evaluates organizational setup, appropriate roles and staffing levels, workforce development and training, communications, risk assessment, and culture and morale, all related to supporting an asset management culture.

The assessment of Organizational Readiness identified the following areas for improvement:

- Some staff who consistently work overtime; some underloaded staff
- Extended vacancies
- Missing staff roles
- Responsibilities across multiple departments
- Very few formalized career paths
- Lack of vertical advancement without vacancy
- Lack of standard processes around contractor management, risk management

To address these findings, the proposed Task Order includes the following scope of work:

- **Task 1 – Facilitate Project Kick-Off Meeting with Management Team.** This task includes a meeting with the Management Team, to agree upon project goals and overall project approach.
- **Task 2 – Quantitative Data Gathering & Industry Comparison.** This task includes an evaluation of multiple data sets (e.g., performance levels/backlog, budget escalation, compliance Issues, customer satisfaction levels, call center statistics, safety performance, overtime, retirement/attrition, system growth to staff trends, etc.) and comparison to industry standards.
- **Task 3 – Qualitative Data Gathering (Interviews) & Analysis.** This task includes up to 12 focus group meetings with staff at various level to discuss core competencies (current and emerging), workload imbalance, solution building, and other perceived organizational issues.
- **Task 4 – Review and Validate Gaps and Findings.** This task includes a presentation of identified organizational needs, staff validation, and facilitation of an importance -performance analysis with the Management Team to prioritize the needs.
- **Task 5 - Prepare Results and Recommendations.** This task includes a Summary Report and Staffing Plan Template. The report will include recommendations for an organizational structure to optimize distribution of work, recommended ways to address the identified tool, resources, and program gaps, and potentially, a recommended reallocation of head count and/or responsibilities.

Recommendation:

CCWA staff recommended awarding a Task Order to Jacobs Engineering Group in the amount of \$124,360.00 for Organizational Assessment.

UPON MOTION by Dr. Cephus Jackson and second by John Westervelt, it was

RESOLVED to award a Task Order to Jacobs Engineering Group in the amount of \$124,360.00 for Organizational Assessment. In favor: Robin Malone, Marie Barber, John Westervelt, Dr. Cephus Jackson. Opposed: John Chafin. Abstain: Rodney Givens. Motion passes.

Hooper Solids Upgrades – Amendment to Services During Construction

Recommendation: Water Production Director Coty McDaniel presented a recommendation on the Hooper Solids Upgrades – Amendment to Services During Construction.

R2T is tasked with providing Construction Administration and Construction Management Services over the duration of the Hooper WPP Residuals Handling project. That scope of work, outlined in Task Order RT-RE-19-02, was based on a contract duration of 560 calendar days. Reynolds Construction, the selected Contractor for the project, was given a time extension change order (Change Order 1) for 96 Calendar Days. The adjusted final completion date for this project is August 21st, 2021. This extension provided additional time to address delays associated with the following:

- 53 days for COVID related material procurement delays with electrical materials. Specific procurement delays associated with critical path electrical work.
- 22 days for delays associated with adverse weather conditions beyond what is allotted by the Contract Documents.
- 21 days for additional scope items that impacted the Contractor's critical path. These are further summarized as follows:
- 2 days for an additional sludge blanket monitor with SCADA integration for the new sludge thickener as ordered by the Owner.
- 5 days for re-routing the 24" HDPE temporary bypass piping to the west side of the Wash Water Holding Basin to prevent solids carry-over. This work was directly on the critical path of the new Sludge Thickener.
- 14 day associated with ordering of an additional riser to accommodate the hydraulic changes due to the re-routing of the temporary bypass piping to the Wash Water Holding Basin.

The scope outlined in Amendment #1 will provide additional time-based services required to administer the contract through the final completion date of August 21, 2021. These services are outlined below:

Task 1 – Construction Administration

- General Administration of Construction Contract
- Change Orders and Work Change Directives
- Applications for Payment

Task 2 – On-Site Construction Management and Inspection

- Overall field representative for R2T.
- Monitor compliance with contractual requirements.
- Investigate Contractor claims and make recommendations to CCWA in managing and resolving such claims.
- Review and certify that Contractor's Record Drawing Markups are up to date each month.

- Review and monitor Contractor's construction schedule and provide adequate notification to Engineering Team for needed attendance at the site.
- Coordinate with the Construction Administration team and engineering leads as needed regarding scheduling needed special inspections, site visits, onsite meetings, etc.
- Organize and conduct monthly progress meetings. Prepare meeting minutes and agendas and distribute to the project team and CCWA staff.
- Provide oversight and inspection of Contractor's work as it progresses.
- Prepare Daily Reports that detail work performed, Contractor's personnel, equipment, and subcontractor's on site, weather conditions, issues and changed conditions encountered, and upcoming work. Attach photographs as needed to document pertinent information and events.
- Inspect erosion and sediment controls, BMP's, and perimeter controls periodically and after every rainfall. Inform Contractor of deficiencies and repairs as needed.
- Collect copies of contractor's material testing and other field documentation such as onsite compaction and concrete testing results, truck tickets, etc. and provide to R2T's Project Engineer for filing.
- Review project site periodically for safety concerns and issue, provide notification of unsafe conditions and other safety concerns in a timely manner.
- Maintain a database to serve as a log of project correspondence, submittals, RFI's, lab data, field reports, inspections, and other tests and field data.

Task Number	Task Name	Proposed Fees (\$)
Task 1	Construction Administration	\$ 83,456
Task 2	On-site Resident Management	\$ 48,360
Total		\$ 131,816

Recommendation:

CCWA staff recommended awarding Amendment #1 to RT-RE-19-02 R2T for the continued support required for the completion of the remaining items and activities pertaining to the W.J. Hooper Solids Handling Improvements currently in progress for \$131,816.00.

UPON MOTION by John Westervelt and second by Dr. Cephus Jackson, it was unanimously

RESOLVED to table this agenda item until the March 4, 2021 Board Meeting.

Updates from the Board Members and General Manager

Customer Accounts Director Rodney Perkins provided an update on Multi-Family Account Collection Status. Information only, no action taken.

UPON MOTION by Dr. Cephus Jackson and second by John Chafin, it was unanimously RESOLVED to enter into an Executive Session to discuss legal matters.

Chairman Robin Malone called an end to the Executive Session to resume updates from the Board Members and General Manager.

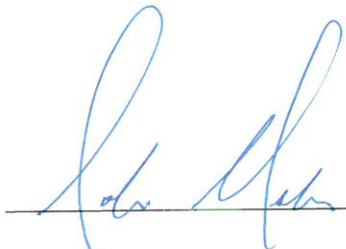
General Manager H. Bernard Franks provided an update on the Chairman's Ball. Information only, no action taken.

General Manager H. Bernard Franks provided an update on the State of the County address. Information only, no action taken.

Adjourn

UPON MOTION by Dr. Cephus Jackson and second by Marie Barber, it was unanimously

RESOLVED to adjourn the Board Meeting at 4:13 p.m., there being no further business to come before the Board of Directors.



Robin Malone, Chairman



Rodney Givens, Secretary/Treasurer

