

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, Board Member Vivian Baldwin, 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.

**Invocation**

Robin Malone introduced General Services Director Brent Taylor to perform the invocation.

**Adoption of Agenda**

UPON MOTION by Marie Barber and second by Dr. Cephus Jackson to adopt the agenda as presented 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 November 5, 2020.

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 November 5, 2020.

**Financial and Statistical Reports**

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

**Recognition**

**Georgia Association of Water Professionals Awards.** Keith Higgs with the Georgia Association of Water Professionals & CCWA Communications and Community Relations Manager Suzanne Brown recognized CCWA winners of Georgia Association of Water Professionals awards. Information only, no action taken.

**New Business**

**2020 Auditor's Report:** Meredith Lipson with Mauldin and Jenkins presented a summary of CCWA's 2020 Auditor's Report. Information only, no action taken.

**SCADA Hardware Recommendation:** I.T. Director Tommy Higginbotham presented a recommendation on SCADA Hardware.

The Information Technology department is responsible for managing and maintaining the server and storage equipment that is used to operate the SCADA system at nine remote sites. The current setup allows each site to continue operation in the event that there is an interruption in network connectivity between sites. CCWA's total SCADA environment consists of 18 servers and nine storage devices. Each location is designed with automatic failovers and redundancy but the equipment at each site has reached or is nearing the end of its useful life. For critical equipment like the SCADA system the recommendation is to replace it every five years.

At the beginning of 2020 we conducted a small pilot project to determine the strategy for refreshing the servers and storage and to ensure the equipment specified would meet all the operational needs for CCWA. The IT department purchased four servers and refreshed two sites and completed a successful pilot. We have not experienced any system failures, but at this time we would like to replace the equipment before support officially ends or the age affects the reliability of the SCADA system.

**Recommendation:**

CCWA staff recommended approving the purchase of SCADA servers and storage to Dell and Corus 360 under Georgia State Contracts 26-1672660 and 99999-001-SPD0000139-0001.

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

RESOLVED to approve the purchase of SCADA servers and storage from Dell and Corus 360 under Georgia State Contracts 26-1672660 and 99999-001-SPD0000139-0001 at a total cost of \$295,899.08; contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign all purchase documents.

**Sewer System Evaluation Surveys RFP Recommendation:** Program Management and Engineering Director Kelly Taylor presented a recommendation on the Sewer System Evaluation Surveys RFP.

CCWA utilizes annual services contracts to support our sewer pipeline rehabilitation program. Work orders are assigned, and work is typically for a targeted geographic area based on what we know about the level of inflow/infiltration, capacity, or prior problems identified in the field. While the contract allows for several types of inspection activities and methods, typically, the contract is used for flow monitoring, cleaning, closed-circuit television (CCTV), smoke testing, and manhole inspections (see Exhibit 1). Inspection data is received in a geodatabase and is processed through a program called Infomaster, which identifies specific repair and replacement projects. These projects are then implemented with our open cut and cured-in-place pipe (CIPP) annual services contracts, which are managed by our Construction Services group.

**EXHIBIT 3 – Proposal Evaluation Results**

| Proposals Received            | Total Proposal Cost | Total Points (Maximum = 110) |
|-------------------------------|---------------------|------------------------------|
| Woolpert Inc.                 | \$1,367,840.00      | 108.97*                      |
| McKim & Creed, Inc.           | \$1,481,700.00      | 98.83*                       |
| Compliance EnviroSystems, LLC | \$1,929,484.50      | 78.03*                       |
| Equix Integrity, Inc.         | 1,380,333.00        | 73.23                        |
| Hydro Max US                  | \$2,114,483.00      | 67.61                        |
| Granite Inliner               | \$2,028,280.50      | 52.85                        |

\*Proposers received 10 SLBE preference points

**Recommendation:**

CCWA staff recommended awarding this SSES annual services to Woolpert, Inc. using the unit pricing supplied.

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

RESOLVED to award the Sewer System Evaluation Surveys RFP to Woolpert, Inc. at the unit pricing provided; contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign all purchase documents.

**Annual Contract for Tree Removal Services Recommendation:** Stormwater Director Kevin Osbey presented a recommendation on the Annual Contract for Tree Removal Services.

On occasion, CCWA needs the services of an experienced and qualified tree removal company to perform tree trimming, cutting and removal along with brush clearing and removal. Most of the trees and brush are located above underground water, sewer, and stormwater infrastructure in need of repair or replacement.

| Contractor                                       | Total Bid Summary           | CCWA SLBE Vendor | SLBE Bid Summary |
|--------------------------------------------------|-----------------------------|------------------|------------------|
| Treeworks Services, Inc.<br><i>McDonough, GA</i> | \$205,762.00                | Yes (7.5%)       | \$190,329.85     |
| SESMAS Tree Services, Inc<br><i>Suwanee, GA</i>  | \$451,395.00                | No               | \$451,395.00     |
| The M. Mitchell Group<br><i>Carrollton, GA</i>   | Bid Deemed Non-Responsive   |                  |                  |
| Worldscapes, LLC<br><i>Atlanta, GA</i>           | Bid Withdrawn by Contractor |                  |                  |

Recommendation:

CCWA staff recommended awarding the Annual Contract for Tree Removal Services to Treeworks Services, Inc. as the primary contractor; along with SESMAS Tree Services, Inc. as the backup contractor at the bid pricing provided.

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

RESOLVED to award the Annual Contract for Tree Removal Service to Treeworks Services, Inc. as the primary vendor and to SESMAS Tree Services, Inc. as the backup contractor at the bid pricing provided; contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract..

**Stormwater Surplus Funds Transfer Recommendation:** Stormwater Director Kevin Osbey presented a recommendation on the Stormwater Surplus Funds Transfer.

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).

During the first 6 months of the fiscal year, May 2020 through October 2020, 44 Remove & Replace (R&R) jobs have been assigned to CCWA's construction contractors along with four internal jobs being performed by CCWA staff. At present, 14 CIPP jobs have been assigned to CCWA's CIPP Companies.

During this period, \$2.8M has been allocated for the 62 jobs discussed above. Most jobs performed are the results of complaints from the public. Several jobs are the results of the aggressive inspection program performed by our internal staff.

As of May 1, 2020, there was a balance of \$8,198,788 of an "Unrestricted" Cash Balance for Stormwater. Staff believes it is good practice to maintain a "Operating Reserve" (\$2.00M) as a contingency. Staff also ensure funds are available for existing construction projects and appropriations carried over (\$5,646,657). This leaves a true "Unrestricted" Cash Balance of \$552,131.

As part of the East Jester's Creek Phase 4 Stream Restoration Project completed in 2012, a Mitigation Bank was established for CCWA to sell stream and wetland credits to other entities that may be having environmental impacts to our water ways from construction activities within the Upper Flint River Watershed. Authorization of the Mitigation Bank was established by the U.S. Army Corps of Engineers (USACE). To move forward with establishing this Bank, CCWA was required to establish Long Term Monitoring escrow account in an amount equal to 20% of the construction costs of the stream restoration. Therefore, an escrow account in the amount of \$120,000 was established to meet

USACE's requirement. The Long-Term Monitoring period has ended but these funds remain in the escrow account.

Today, stream credit revenue totals \$392,611.00. Wetland credit revenue totals \$26,087.60. Overall revenue totals \$418,698.60.

The goal of establishing this mitigation bank was to generate revenue to perform watershed improvement projects in the future. Between the escrow account and current credit revenue, there is \$538,698.60 (before accrued interest) available for such projects.

Recommendation:

CCWA staff recommended a transfer of funds in the amount of \$550,000.00 from Stormwater Surplus into the SW-005 (Stormwater Remove & Replace) budget; along with approving a transfer of funds in the amount of 538,698.60 from Stream Mitigation Credit Revenues into the SW010 (Capital Project – Watershed Improvement) budget.

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

RESOLVED to approve a transfer of funds in the amount of \$550,000.00 from Stormwater Surplus into the SW-005 (Stormwater Remove & Replace) budget; along with approving a transfer of funds in the amount of 538,698.60 from Stream Mitigation Credit Revenues into the SW010 (Capital Project – Watershed Improvement) budget.

**Household Hazardous Waste Day Summary and Recommendation:** Stormwater Director Kevin Osbey presented a summary and recommendation on Household Hazardous Waste Day.

On Saturday, September 26, 2020, the Clayton County Water Authority sponsored a hazardous waste collection event. This effort provided residents of Clayton County a means to dispose of a variety of household items. These items included, but were not limited to latex and oil-based paints, cleaners, pesticides, strippers, motor oils, anti-freeze, chemicals, etc.

MXI Environmental, from Abingdon, Virginia, was selected to provide the collection services. This was MXI's first time performing this collection event for CCWA. MXI was selected through a Cooperative Procurement under Dekalb County's Contract Number 1094267 for Household Hazardous Waste Collection Events, ITB Number 17-100899.

The Dekalb Invitation to Bid included items that would be collected along with an estimated quantity of each. This estimated quantity was not binding thus could increase or decrease based on the volume of material collected. There were thirty (30) classifications of materials.



On the day of our event, MXI serviced 502 vehicles. Once all material was collected, manifested, transported, and disposed of, MXI determined they had processed over 100,000 pounds of materials. This resulted in a cost of \$65,468.00.

To provide Clayton County residents with another year of excellent contractor service, Staff recommends the use of MXI Environmental through the Cooperative Procurement agreement under DeKalb County's Contract Number 1094267 for Household Hazardous Waste Collection Event, ITB number 17-100899. At present time, this contract will expire March 31, 2021.

CCWA normally hosts the HHW Collection Day event the 4<sup>th</sup> Saturday in April. But based on MXI's availability, this year's event will occur on Saturday, March 27, 2021 at the WB Casey Water Reclamation Facility.

Recommendation:

CCWA staff recommended contracting to MXI Environmental Services based on the unit pricing provided on the attached Bid Tabulation sheets as contracted by Dekalb County. This contract will be executed before the expiration of Dekalb County's Contract Number 1094267.

UPON MOTION by Dr. Cephus Jackson and second by Vivian Baldwin, it was unanimously

RESOLVED to approve a contract with MXI Environmental Services for Household Hazardous Waste Day 2021 at the unit pricing provided based upon Dekalb County Contract 1094267; contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the task order.

**CCWA HQ Campus Buildings A&B Roof Replacement Recommendation:**

Distribution and Conveyance Director Jeff Jones presented a recommendation on CCWA HQ Campus Buildings A&B Roof Replacement.

| Bidders                  | Primary Bid Price |
|--------------------------|-------------------|
| Roof Management Inc.     | \$125,849.00      |
| Roof Technology Partners | \$129,500.00      |

|                                |              |
|--------------------------------|--------------|
| Crossroofing & Homerepair Inc. | \$139,200.00 |
| Rycars Construction LLC        | \$152,375.00 |
| Bone Dry Roofing Company       | \$164,900.00 |
| Gecon Construction Inc.        | \$234,482.00 |

Recommendation:

CCWA staff recommended awarding the CCWA HQ Campus Buildings A&B Roof Replacement bid to Roof Management, Inc. at the unit pricing provided.

UPON MOTION by John Chafin and second by Dr. Cephus Jackson, it was unanimously RESOLVED to approve the award of the CCWA HQ Campus Buildings A&B Roof Replacement bid to Roof Management, Inc. at the unit pricing provided.; contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract.

**Shoal Creek WRF UV Replacement Recommendation:** Water Reclamation Director Kendra Staniel presented a recommendation on Shoal Creek WRF UV Replacement.

Clayton County Water Authority owns and operates three water reclamation facilities. The Shoal Creek Water Reclamation Facility has a permitted capacity of 4.4 MGD and serves the southern part of the county. On August 14, 2020, there was a lightning strike that occurred at the Shoal Creek facility that sent a voltage spike through the Uninterruptable Power Source (UPS) that powers the Programmable Logic Controller and rendered it inoperable instantly. The UPS is the failsafe to keep the PLC functioning which monitors wet well levels and controls for the effluent pumps which are responsible for pumping water to the wetlands. Due to the sudden and complete loss of power to the PLC, the SCADA system which normally alarms and alerts of increased wet well levels did not because the last recorded reading before the strike remained the same and was within operating limits. Since the effluent pump controls were not working, the wet-well continued to rise and flooded the UV pit while the system was still energized. This shorted out the components of the UV system and rendered it inoperable. The U V system is responsible for reducing the amount of fecal bacteria in the effluent and is a condition of our permit that must be met to remain in compliance with the Georgia



Environmental Protection Division. The current UV Disinfection System was purchased in 2002 and was scheduled to be upgraded/replaced as part of our 2020 Strategic Master Plan (SMP 20-705) in 2021 due to the system not functioning properly, parts not being available and that the unit would not be supported beyond 2025. There are only two manufactures that specialize in these systems. Hazen was authorized under an On Call Task Order to develop specifications for the replacement equipment and a Request for Proposals which was released on November 17, 2020. The proposal responses are due November 27<sup>th</sup>. It is imperative to award the purchase of the equipment swiftly as it carries a 12-16 week lead time. The two companies and their proposal prices are below:

| Vendors            | Total        |
|--------------------|--------------|
| Templeton (Trojan) | \$400,000.00 |
| WEDECO             | \$400,000.00 |

Recommendation:

CWA staff recommended purchasing the UV Disinfectant System from Trojan Technologies in the amount of \$400,000.00.

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

RESOLVED to award the Shoal Creek WRF UV Replacement purchase to Trojan Technologies at a total cost of \$400,000.00; contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract.

**Shoal Creek WRF UV Replacement Task Order Recommendation:** Water Reclamation Director Kendra Stanciel presented a recommendation on the Shoal Creek WRF UV Replacement Task Order.

The Clayton County Water Authority owns and operates the Shoal Creek Water Reclamation Facility. The facility is located on Hampton Road in Hampton, Georgia and responsible for providing services to our customers in the southern portion of the county. The current UV disinfection system is no longer operational and needs to be replaced as soon as possible to remain in permit compliance with the Georgia Environmental Protection Division (GAEPD). With the replacement of this unit being crucial to the continued operations at our Shoal Creek Water Reclamation Facility, Hazen and Sawyer was authorized under an On Call task order to develop specifications for the replacement equipment and to develop a Request for Proposal which was released on November 17, 2020.



The purpose of this Task Order is to develop an engineering design package, review UV equipment submittals and assist with the bidding phase by providing support for soliciting construction bids to install the UV equipment and supporting infrastructure.

The following tasks are included:

**Cost Summary**

| Tasks                       | Cost                |
|-----------------------------|---------------------|
| Task 1 – Design Services    | \$122,300.00        |
| Task 2 – Bid Phase Services | \$19,650.00         |
| <b>TOTAL</b>                | <b>\$141,950.00</b> |

**Recommendation:**

CCWA staff recommended awarding Shoal Creek WRF UV Replacement Task Order HS-RE-20-07 to Hazen and Sawyer at a total cost of \$141,950.00.

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

RESOLVED to award Shoal Creek WRF UV Replacement Task Order HS-RE-20-07 to Hazen and Sawyer at a total cost of \$141,950.00; contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the task order.

**Huie Green Infrastructure Parking Lot RFP Recommendation:** Assistant General Manager Teresa Worley presented a recommendation on the Huie Green Infrastructure Parking Lot RFP.

The Huie Nature Preserve Project was awarded a 319h grant to fund a green infrastructure parking lot next to the Hicks Plant. The green infrastructure of the parking lot would demonstrate integrating bioretention areas, bioswale areas, and pervious pavers while improving stormwater runoff quality, protecting Pates Creek, and serve as an education demonstration area.

The grant offered \$160,000 in funding and required CCWA to match the federal funds in the amount of \$100,000. The CCWA Board approved the \$100,00 match in May 2020. The grant required that the funds be spend by March 2021.

An RFP was released on August 19, 2020 looking for a vendor to perform the following: demolition of existing facility, clearing and grubbing, site grading, hardship/landscape, green infrastructure measures, design/build services for irrigation system, and more. The evaluation criteria included:

- Cover letter, Project Understanding and Experience – 15 pts
- Project Team – 10 pts
- Project References (Prime and Subcontractors – 25 pts
- Cost Proposal – 50- pts.

Proposals and costs were opened on September 24, 2020. The results were as follows:

| PROPOSERS                  | Cover, Proj<br>Und, Exp<br>(Max 15) | Project<br>Team<br>(Max 10) | References<br>(Max 25) | COST<br>(Max 50) | TOTAL<br>SCORE<br>(Max 100) | Costs     |
|----------------------------|-------------------------------------|-----------------------------|------------------------|------------------|-----------------------------|-----------|
| Prime Foundation, LLC      | 9.8                                 | 7.0                         | 19.4                   | 50.0             | 86.2                        | \$378,046 |
| Tri Scapes, Inc.           | 11.6                                | 7.0                         | 20.5                   | 40.0             | 79.1                        | \$472,160 |
| BM&K Construction,<br>Inc. | 13.0                                | 7.2                         | 14.4                   | 42.0             | 76.6                        | \$453,974 |
| Helix Group, Inc.          | 5.8                                 | 3.8                         | 4.6                    | 32.0             | 46.2                        | \$587,164 |

Proposers were \$120K to \$327K over the approved budgeted amount. CCWA was awarded an 18-month extension to spend the grant dollars.

Recommendation:

The Huie Board's recommendation is to reject the current RFP proposals, refine the scope of the project, identified optional items to be priced separately, and to advertise another RFP or RFB a second time.

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

RESOLVED to reject the current Huie Green Infrastructure Parking lot proposals, refine the scope of the project, identify optional items to be priced separately and to advertise another RFP or RFB at a later date.

**Updates from the Board Members and General Manager**

I.T. Director Tommy Higginbotham presented an update on cyber security:

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

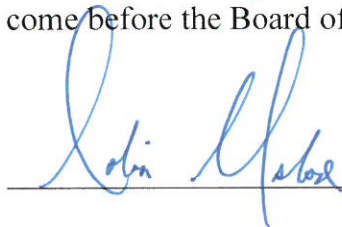
RESOLVED to approve the purchase and deployment of Insight IDR by Rapid 7 at an annual cost of 76,409.92.

Board Chairman Robin Malone announced that the next Pre-Board Meeting will be held on Monday, January 4<sup>th</sup> at 9:00 A.M. in order to avoid a conflict with upcoming holidays. Information only, no action taken.

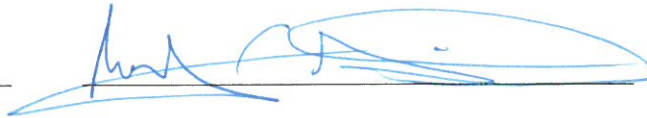
**Adjourn**

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

RESOLVED to adjourn the Board Meeting at 3:51 p.m., there being no further business to come before the Board of Directors.



Robin Malone, Chairman



Rodney Givens, Secretary/Treasurer



