

CLAYTON COUNTY WATER AUTHORITY
Regular Board Meeting

Present at the meeting were: Chairman Robin Malone, Vice Chair Marie Barber, Secretary/Treasurer Rodney Givens, Board Member Mike Thomas, Board Member John Chafin, Board Member Dr. Cephus Jackson, Board Member Emma Godbee, General Manager H. Bernard Franks, Assistant General Manager Teresa Worley, Assistant General Manager Keisha Thorpe, Legal Counsel Winston Denmark, Executive Coordinator Rhonda Maxwell and other CCWA staff and visitors.

Invocation

Robin Malone introduced Installation / Repair Supervisor Boyd Cummings to perform the invocation.

Adoption of Agenda

UPON MOTION by John Chafin and second by Rodney Givens it was unanimously

RESOLVED to amend the agenda to remove Farewell to Steve Fincher as Item A under Recognition.

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

RESOLVED adopt the amended agenda to remove Farewell to Steve Fincher as Item A under Recognition.

Approval of Minutes

Chairman Robin Malone called for any omissions or additions to the Minutes of the Regular Board Meeting held on February 3, 2022.

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

RESOLVED to approve the Minutes of the Regular Board Meeting held on February 3, 2022.

Financial and Statistical Reports

Finance Director Allison Halron reviewed the financial information distributed to the Board for the period ending January 31, 2022. Information only, no action taken.

Recognition

Chairman Robin Malone recognized the re-appointment of Ms. Emma Godbee on the Board of Directors by the Clayton County Board of Commissioners. Information only. No action taken.

New Business

W.B. Casey Biosolids Facility RFP and Owner Advisor Task Order

Recommendation: Engineering Director Kelly Taylor presented a Task Order recommendation for the W.B. Casey Biosolids Facility.

CCWA has a long history of beneficial reuse and environmental sustainability. One example is the Pelletizing Facility at the W.B. Casey Water Resource Recovery Facility (WRRF) which produces pellets that are purchased by a broker and ultimately used as fertilizer. Several issues need to be addressed at the facility that are primarily related to age, capacity, and safety. The facility is over forty years old, has had only one major upgrade which was primarily on the electrical and instrumentation and control system, and therefore requires a significant amount of maintenance. The facility requires additional capacity to meet current wastewater flows, and improvements are needed to address the safety issues identified during a 2019 Dust Hazard Analysis. Given these factors, as part of the W.B. Casey Capacity Analysis and Plant Expansion Evaluation, CCWA evaluated existing and future biosolids needs.

This biosolids study identified the need for a new facility and recommended specific processes to continue to produce high-quality marketable pellets. During the study, CCWA identified several other project goals, including a safe, operator-friendly facility that provides infrastructure sustainability. Given the regional biosolids challenges with landfill disposal costs and availability, CCWA wanted to consider the option of pelletizing solids from all wastewater facilities. The 2020 Preliminary Engineering Report (PER) summarized the treatment processes and sizing considerations and identified a preliminary site layout for the purposes of developing a cost estimate. The PER was finalized in November 2020, and the estimated construction cost was \$91.1 million, based on a Class IV (+50%/-30%) estimate completed at that time. Staff feel a facility with these treatment processes will allow us to achieve our goals, and we moved forward with determining the most optimal method to deliver this project.

PROJECT DELIVERY METHOD

In early 2021, staff spent time learning from peers, speaking with the Design-Build Institute, and attending a Water and Wastewater focused Design Build conference. The advantages and disadvantages of a variety of delivery methods were considered, including design-bid-build, construction management at-risk (CMAR), fixed price design build, and progressive design build (PDB). CCWA staff chose the PDB delivery method, where the Owner contracts with a single team (engineer and contractor) which is responsible for designing and constructing a facility that meets the Owner's performance standards. Selection of the design-build team is primarily qualifications based. In this model, the

Owner progresses through the design towards an ultimately agreed upon “guaranteed maximum price” with the Design-Builder. If an Owner cannot come to pricing terms with the Design-Builder, there is a hard bid “off-ramp” option that can be taken. Several drivers impacted CCWA’s choice of the PDB delivery model:

- Receive construction cost input as the design progresses
- Participate in design decisions and empower innovative solutions
- Leverage structure of one team for enhanced collaboration
- Receive a performance guarantee

PROCUREMENT PROCESS OVERVIEW

Once the team decided on a PDB delivery method and presented that to the Board of Directors (BOD), staff began work on developing the documents required to procure these services. CCWA has only used a Design-Bid-Build model in the past and did not have contract documents to support a PDB delivery. The BOD approved a task order with Jacobs Engineering Group (Jacobs) in June 2021 to assist CCWA with the procurement phase of this project. A four-month process of meetings and document development activities in partnership with Jacobs, Legal, Insurance Representatives, Procurement, Engineering, Water Reclamation, and Executive staff resulted in development of the following documents that are aligned with GEFA loan requirements:

- Request for Proposal (RFP)
- PDB Agreement with General Conditions
- Scope of Design-Builder Services for Phase 1 and Phase 2
- Insurance Requirements

Additionally, two pre-procurement site visits were offered in September 2021 to gauge interest in the project and allow potential teams to see the existing facility and proposed site for the new facility.

On October 13, 2021, the RFP was advertised. A mandatory pre-proposal meeting was held on November 4, 2021 and was followed by a confidential site visit for each proposing team. These meetings generally included a discussion and site visit; staff and potential proposing teams found this process to be highly valuable. Proposals were due on December 13, 2021 and CCWA received four proposals. After an evaluator training session with legal staff, the selection committee began review of the proposals and held interviews with each team. Interviews were held on February 1 and 2, 2021. Once interviews were complete, selection committee members turned in final scores for each team by February 2021. These scores were based on how well each proposing team demonstrated their qualifications against the scoring criteria in the RFP in both the proposals and interviews. Scores were finalized by the selection committee, and the proposal costs were opened on February 11, 2021.

PROJECT MILESTONES AND RFP REQUIREMENTS

Based on this March 3rd recommendation of a Design-Builder and Owner Advisor Services for Phase 1 of the project, the overall schedule outlined in the RFP would have Phase 1

occur from May 2022 through August 2023. During this period, design would develop through 60%, and end with a proposal from the Design Builder for a GM) for delivering Phase 2 of the project. Phase 2 takes the 60% design and construction of the project to completion. A GMP recommendation for Phase 2 will be brought to the BOD for approval in August 2023. Should that be approved, Phase 2 will begin in September 2023 and will be complete by October 2025.

The RFP outlined the following proposals requirements; specific requirements for each section were included in the RFP:

- Transmittal Letter
- Part 1 – Executive Summary
- Part 2 – Experience and Capabilities
- Part 3 – Project Approach
- Part 4 – Project Concepts
- Part 5 – Proposed Implementation and Project Schedule
- Part 6 – DBE Participation Plan
- Part 7 – Fee and Rate Proposal
- Appendices:

Appendix A – Forms for Affirmation of Compliance

Appendix B – Resumes

Appendix C – Supporting Documentation of the Proposal

Appendix D – Bid Bond

Each team's interview lasted 2 hours and included three parts: presentation, simulated workshop, and a question-and-answer session. The combined segments were designed to give the Selection Committee the most complete picture possible of a team and the experience CCWA may have throughout the project, in both scripted and non-scripted settings, and to provide an overall idea of the dynamics of the team.

The following table summarizes the criteria used for evaluating the proposal submissions and interviews. Each scoring member of the selection committee scored Parts 2 through 6 and one evaluator was used to conduct reference checks that were part of Part 2 Experience and Capabilities.

Criteria	Points
Part 2 – Experience and Capabilities	35
Part 3 – Project Approach	20
Part 4 – Project Concepts	20
Part 5 – Project Implementation and Schedule	15
Part 6 – DBE Participation Plan	5
Part 7 – Fee and Rate Proposal	5

Once scores were submitted for Parts 2-6, costs were opened and scored according to the following equation, based on the cost components requested on the fee and rate proposal form:

- **Total Cost = Phase 1 Lump Sum + (General Conditions % * Cost of Work) + (Design Build Fee % * Cost of Work)**
 - **Phase 1 Lump Sum** - includes the lump sum fee for project management, site investigations, 60% design, preconstruction services, and GMP development
 - **GC %** - includes overhead, phase 2 project management, safety programs, trailers, site cleanup, bonds and insurance, and project documentation
 - **DB Fee %** - includes cost of work risk and profit

SELECTION COMMITTEE RESULTS

The Selection Committee included a variety of participants, and they are summarized below. This included CCWA Board Members, Engineering, Operations, and Procurement staff, as well as several resources from Jacobs.

Selection Committee Member	Organization	Scoring/Non-Scoring
Rodney Givens	CCWA	Non-Scoring
Robin Malone	CCWA	Alternate
Keisha Thorpe	CCWA	Scoring
Kendra Staniel	CCWA	Scoring
Tony Somerville	CCWA	Scoring
Karen Riser	CCWA	Scoring
Kelly Taylor	CCWA	Scoring
Lauren Chamblin	CCWA	Scoring
Marcia Jones	CCWA	Non-Scoring
Mihika Ram	Jacobs	References
Tom Kelley	Jacobs	Non-Scoring
Bruce Allman	Jacobs	Non-Scoring
Todd Williams	Jacobs	Non-Scoring

The following table summarizes the technical proposal and interview score results submitted prior to the cost opening.

Proposing Teams	Total Points
Archer Western / Hazen and Sawyer	81.64
PC Construction / HDR Engineering, Inc.	77.68
Alberici Constructors, Inc. / Black & Veatch	72.71
Western Summit Constructors, Inc. / Brown & Caldwell	72.25

The selection committee scoring results before the cost opening show a clear leader with the Archer Western/Hazen and Sawyer team. The selection committee felt the Archer Western/Hazen and Sawyer team gives CCWA the best opportunity for successful delivery of this project. They demonstrated a strong showing in their experience and capabilities,

project approach, technical concepts, project implementation, and DBE participation plan. Additionally, communication was very clear and direct both in person and in the proposal, and overall, the selection committee felt they were the most transparent.

Based on the submitted Phase 1 Lump Sum, GC %, and DB%, the scores for cost were applied and the following table summarizes the final total scores.

Proposing Teams	Total Points
Archer Western / Hazen and Sawyer	86.43
PC Construction / HDR Engineering, Inc.	82.68
Alberici Constructors, Inc. / Black & Veatch	77.48
Western Summit Constructors, Inc. / Brown & Caldwell	76.85

The order of the proposing teams did not change after the cost scores were applied. The recommendation will be made for CCWA to award the Archer Western/Hazen and Sawyer team a contract for Phase 1 services for a lump sum amount of \$5,938,000. Additionally, the GC % of 11.25% and DB Fee % of 9% will be applied for Phase 2 services when the 60% GMP is recommended in August 2023.

Recommendation:

CCWA staff recommends award to execute the W.B. Casey WRRF Biosolids Facilities Upgrade Project with Archer Western Construction, LLC. for a lump sum of \$5,938,000 for Phase 1 Services and General Conditions Percentage of 11.25% and Design Builder Fee Percentage of 9.0% shall apply to Phase 2 Services. Award is contingent on meeting bonds, insurance, and final negotiations, and authorizing the GM to execute the agreement.

Staff also recommends awarding Task Order Number JA-RE-21-15 to Jacobs Engineering Group for the W.B. Casey WRRF Biosolids Facilities Upgrade – Owner Advisor Phase 1 Services Support Task Order in the amount of \$748,000, authorizing General Manager to execute the task order.

UPON MOTION by Dr. Cephus Jackson, second by Rodney Givens, it was unanimously

RESOLVED to award Phase 1 contract for Progressive Design-Build Services for the W. B. Casey WRRF Biosolids Facilities Upgrade Project to Archer Western Construction, LLC / Hazen Sawyer, for a lump sum of \$5,938,000 and Task Order Number JA-RE-21-15 to Jacobs Engineering Group for Owner Advisor Phase 1 Services Support in the amount of \$748,000, authorizing General Manager to execute the contract and Task Order.

Terry R. Hicks WTP Ceiling Tile Replacement RFB Recommendation: Water Production Director Coty McDaniel presented a recommendation for a Ceiling Tile Replacement at the Terry R. Hicks Water Treatment Plant.

PROJECT SUMMARY

The Terry R. Hicks WTP is the smallest of the three plants at CCWA. It has a plant capacity of 10MGD. The Hicks WTP is unique due to the ClariCone process it uses for water treatment. Over the years, this plant has been used as the show plant for tour groups. The Hicks plant experienced issues with the roof leaking back in 2016, which ended up taking multiple years to fix. After the roof was fixed, other issues resulted in leaks from the 2nd floor down to the 1st floor. Due to all the leaks over the years, it was decided to replace all the ceiling tiles at the Hicks facility.

A request for bids was issued to contract for the following work:

- Demolition and disposal of materials
- Replacement of 2'x 2' with new 2' x 2' tiles
- Replacement of 12"x 12" with new 2'x 2' tiles
- Drywall repairs in the main lobby

BID SUMMARY

- Legal advertised in local paper for 4 weeks- December 8, 2021- January 5, 2022
- Non-mandatory pre-bid meeting- January 11, 2022
- Mandatory site visit- January 12, 2022
- Bid openings were conducted virtually on February 1, 2022
- SLBE discount was offered for this project (10% Clayton County and 7.5% other Counties)
- Three bids were received from Hawk Construction Company, LLC, Lichty Commercial Construction, LLC, and P.E. Structures & Associates

	Hawk Construction Company	Lichty Commercial Construction	P.E. Structure & Associates
Bid Amount	\$86,453.65	\$95,347.00	\$124,995.00

Due to concerns with the mandatory site visits CCWA reserves the right, with or without notice or cause, to accept any bid regardless of the cost thereof; to reject any bid, or any number of bids; to negotiate with any Bidder for a reduction of or alterations in its bid; to reject all bids and to call for additional bids upon the same or different invitations to bid, plans or specifications; to be sole judge, in its discretion, on all questions as to whether or not a bid complies with the invitation to bid, the plans or the specifications, and as to the solvency and sufficiency of any and all sureties on all bonds.

Recommendation:

CCWA staff recommends rejecting the Terry R, Hicks WTP Ceiling Tile Replacement project to provide a fair and transparent procurement process for prospective bidders.

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

RESOLVED to approve rejecting the Terry R, Hicks WTP Ceiling Tile Replacement project and issue a new RFB for prospective bidders.

Shamrock CUB Deck Replacement RFB Recommendation: Water Production Manager Coty McDaniel presented a recommendation for a deck replacement at the Shamrock Community Use Building.

PROJECT SUMMARY

The Shamrock Community Use Building is rented almost every weekend and some during the week. This building is rented out to residents for weddings, parties, and other social gathering events. The deck located at this location needs replacement. The deck is roughly 5,670 sq. ft. and some decking has had to be replaced due to safety precautions over this past year.

A request for bids was issued to contract for the following work:

- Demolition and disposal of materials.
- Replacement of existing decking boards with 5/4 Trex material (composite)
- Replacement of any warped/rotten joist and/or add joist as needed.
- Replacement of all spindles with cast iron material.

BID SUMMARY

- Legal advertised in local paper for 4 weeks- December 22, 2021- January 19, 2022
- Non-mandatory pre-bid meeting- January 19, 2022
- Mandatory site visit- January 20, 2022
- Bid openings were conducted virtually on February 1, 2022
- SLBE discount was offered for this project (10% Clayton County and 7.5% other Counties)
- Two bids were received from Yanover Construction, LLC and Starnes Contracting, LLC

	<u>Yanover Construction</u>	<u>Starnes Contracting, LLC</u>
<u>Bid Amount</u>	<u>\$110,468.25</u>	<u>\$214,800.00</u>

Recommendation:

CCWA staff request awarding the Shamrock CUB Deck Replacement Project to Yanover Construction for the bid amount of \$110,468.25. The award is contingent on requiring bonds and insurance as well as authorizing the General Manager to sign the contract.

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

RESOLVED to award the Shamrock CUB Deck Replacement Project to Yanover Construction for the bid amount of \$110,468.25, contingent on requiring bonds and insurance as well as authorizing the General Manager to sign the contract.

Judy Lane Design Task Order Request: Stormwater Director Kevin Osbey presented a recommendation to address the flooding impacts, caused by one of the smaller tributaries in the area.

Residents of Ashland Estates Subdivision, located in the northwest portion of Clayton County has seen increased property flooding since 2009. This flooding has apparently been brought on by nearby development that has impacted a nearby creek, that backs up to homes located on Allen Court and flows across the end of Judy Lane. The recent flooding event that occurred on August 30, 2020, brought the CCWA team back to this neighborhood, along with other member of Clayton County Government.

To address the flooding impacts, caused by one of the smaller tributaries in the area, CCWA requested a pointed conceptual design/analysis be performed on Camp Creek Tributary 5C. There appeared to be an opportunity to perform some wetlands and tributary enhancements that could improve stream flow patterns and minimize property flooding for at least five residents. River To Tap (R2T) performed that conceptual design. Based on their early concept, they anticipate the construction would cost roughly \$600,000.

At the same time of this flooding event, Clayton County staff stated that they would be willing to provide up to \$500,000, in grant funds, to assist in a solution for improving the flooding issue caused by Camp Creek Tributary 5C.

The scope of services includes:

- Task 1 – Boundary Survey and Tree Inventory
- Task 2 – Hydrologic and Hydraulic Stormwater Analysis
- Task 3 – Preliminary Engineering (30% Design)
- Task 4 – Detailed Design
- Task 5 – Permitting
- Task 6 – Bidding Support
- Task 7 – Construction Support

Project Managers:

- Rivers To Tap (R2T) – Altarral Hagen
- Clayton County Water Authority – Kevin Osbey

Task Order Amount: \$166,520

Recommendation:

CCWA staff requests awarding Task Order RT-SW-21-09 to Rivers To Tap (R2T) in the amount of \$166,520.00 to perform a conceptual design/analysis on Camp Creek Tributary 5C.

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

RESOLVED to table the Judy Lane Wetland and Tributary Enhancement Task Order for further discussion.

Water Meter Installation and Service Renewals RFB Recommendation: Assistant General Manager Keisha Thorpe presented a recommendation for an Annual Contract for Water Meter Installations and Service Renewals.

Clayton County Water Authority issued a Request for Bid (RFB) for an Annual Contract for Water Meter Installations and Service Renewals. This contract will provide services for water meter installations, water service line renewals, water meter and appurtenances relocations, and backflow retrofitting for the period April 1, 2022 – March 31, 2023.

The Distribution and Conveyance Department will manage and issue work under this contract on an “as-needed”, “when-needed” basis and the vendor will be paid per the unit prices as reflected on their bid schedule. CCWA does not guarantee any minimum or maximum work quantities under this contract.

A total of three bidders – Metals and Materials Engineers, LLC, Titan Unlimited, LLC, and Willie McCune dba Wet Willie Irrigation responded to the RFB.

Both Metals and Materials Engineers, LLC and Willie McCune dba Wet Willie Irrigation received an SLBE Discount of 7.5% in which their bids were evaluated upon. Titan Unlimited, LLC was deemed non-responsive because a Georgia Bid Bond was not submitted.

Vendor	Total Bid Amount	SLBE Discount Percentage	SLBE Bid Discount Total (Evaluation Only)
Metals and Materials Engineers, LLC	\$4,731,200.00	7.5%	\$4,376,360.00
Titan Unlimited, LLC		Non-Responsive	
Willie McCune dba Wet Willie Irrigation	\$2,469,879.00	7.5%	\$2,284,638.08

Recommendation:

CCWA staff recommends that the Water Meter Installations and Service Renewals Annual Contract be awarded to Willie McCune dba Wet Willie Irrigation, the lowest responsive responsible bidder based on the unit prices as shown on the attached. The award will be “as needed, when needed” with no guarantees on minimum or maximum quantities.

This award is contingent upon the bidder meeting risk management requirements and executing the contract as well as the Board authorizing the General Manager to sign the contract. This agreement may be renewed by mutual consent of all parties for a second and third year with no changes in terms and conditions.

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

RESOLVED to award Water Meter Installations and Service Renewals Annual Contract to Willie McCune dba Wet Willie Irrigation on an “as needed, when needed” basis with no guarantees on minimum or maximum quantities. Award is contingent upon the bidder meeting risk management requirements and executing the contract as well as the Board authorizing the General Manager to sign the contract. Agreement may be renewed by mutual consent of all parties for a second and third year with no changes in terms and conditions.

Safety Consulting and Law Enforcement Contract Renewal: Safety and Compliance Officer Walter Barber presented a recommendation to procure services for armed security for employee safety.

Throughout the three-year contract with Romero Consulting, LLC, there were multiple security-related situations reported resulting from **threats** made to staff, concerns of **stalking**, customers entering the lobby **armed** with a firearm, etc. Employee safety and security is the Authority’s primary responsibility and concern.

Since establishing a security contract in 2019, we have seen a dramatic decrease in such incidents. We attribute the decrease in incidents to the presence of the uniformed law enforcement officers. In total, since first contracting with Romero Consulting, LLC, there have been 84 police calls for service (most of them were self-initiated by the officer), that resulted in 27 police incident reports. The calls for service include audible alarms, person down, injured person, sick person, disturbances, and several burglary calls that occurred overnight. Important to note, this is but a fraction of the incidents that occurred during operating hours in the immediate vicinity of our offices to which officers were aware and that to potential criminals the officers’ presence, many parking their marked vehicles on premises, may have been a deterrent.

Weighing the various factors, our request is for approval to again procure the services from Romero Consulting, LLC. Romero Consulting, LLC is a local security company owned by and employing Clayton County Police Officers. Romero Consulting will provide Georgia P.O.S.T. certified police officers that are able to enforce all Clayton County ordinances and state statutes should the need arise. Officers will be assigned to secure both our lobby at 1600 Battle Creek Road and 526 Forest Parkway, Monday-Friday during normal hours of operation.

Recommendation:

CCWA staff requests to award contract to Romero Consulting, LLC for consulting and administrative law enforcement services; and CCWA lobby security staffed with sworn Clayton County law enforcement officers.

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

RESOLVED to award contract to Romero Consulting, LLC for consulting and administrative law enforcement services; and CCWA lobby security staffed with sworn Clayton County law enforcement officers.

Executive Session

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

RESOLVED to enter an Executive Session to discuss legal and personnel matters.

UPON MOTION by Dr. Cephus Jackson and second by Rodney Givens, it was unanimously

RESOLVED to exit Executive Session and return to open session.

Updates from the Board Members and General Manager

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

RESOLVED to approve the minutes of the Executive Session.

General Manager H. Bernard Franks presented an update on the PFAS Virtual Meeting held on 2/7/22. Recording is available upon request. Information only, no action taken.

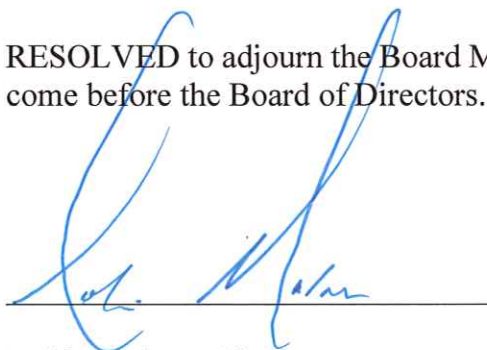
General Manager H. Bernard Franks provided an update on upcoming Design Build and Ace Conference. Information only, no action taken.

General Manager H. Bernard Franks provided an update on upcoming CCWA Budget Retreat 3/30/22 – 3/31/22. Information only, no action taken.

Adjourn

UPON MOTION by Rodney Givens, second by Marie Barber it was unanimously

RESOLVED to adjourn the Board Meeting at 4:30 p.m., there being no further business to come before the Board of Directors.



Robin Malone, Chairman



Rodney Givens, Secretary/Treasurer