

## **AGENDA**

### **SPARTANBURG SANITARY SEWER DISTRICT COMMISSION**

#### **REGULAR MEETING**

**MEETING PLACE: 200 Commerce Street**

**Tuesday, October 29, 2024, 2:15 p.m.**

This is a regular meeting of the Spartanburg Sanitary Sewer District Commission. Written notice of the date, time, and place for this meeting, along with the agenda, has been posted in the lobby and on the Spartanburg Water website, and copies have been forwarded to local and nearby news media (including Spartanburg Herald-Journal, The Spartan Weekly, Greenville News, The Greer Citizen, Hometown News, WSPA-TV 7, WYFF-TV 4, WLOS-TV 13, WHNS Fox Carolina, WORD News Radio, WOLT-FM Radio, Tribune Times, and the Times Examiner) at least 24 hours prior to this meeting.

**1. CALL TO ORDER**

**2. INVOCATION**

**3. EXECUTIVE SESSION**

Development of security personnel or devices related to cybersecurity.

**4. APPROVAL OF MINUTES OF REGULAR MEETING OF SEPTEMBER 24, 2024**

**OLD BUSINESS – NONE**

**AGENDA ITEMS 5-11 FINANCE AND PROCURMENT**

**5. MONTHLY FINANCIAL REPORT**

A financial summary of SSSD expenditures and revenues for the three-month period ending September 30, 2024, will be reviewed by the Chief Financial Officer.

**6. APPROVAL OF REVENUE BOND REFUNDING**

- A.** Brad Love of Haynsworth Sinkler Boyd, SSSD bond counsel, will present the resolution authorizing the Series 2024 bond refunding, as follows

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A RESOLUTION OF THE SPARTANBURG SANITARY SEWER DISTRICT, PROVIDING FOR THE ISSUANCE AND SALE OF NOT EXCEEDING THIRTY-SEVEN MILLION FIVE HUNDRED THOUSAND DOLLARS (\$37,500,000) SPARTANBURG SANITARY SEWER DISTRICT, SOUTH CAROLINA SEWER SYSTEM REFUNDING REVENUE BONDS, SERIES 2024; PROVIDING FOR AN AMENDMENT TO THE BOND RESOLUTION; AND OTHER MATTERS RELATING THERETO.

Management requests Commission approval of the resolution.

- B.** David Cheatwood, Managing Director with First Tryon Advisors served as the Sewer District’s financial advisor for the 2024 refunding transaction, and will present the results of the bond refunding to the Commission.

**7. PROPOSED 2025 COMMISSION MEETING SCHEDULE**

January 28	February 25
March 25	April 22
May 20	June 24
July – No Meeting	August 26
September 23	October 28
November – No Meeting	December 2

**8. RED FLAGS**

Spartanburg Water adopted the Red Flags Program in 2009 in response to federal legislation aimed at protecting consumers against identity theft. C.J. Armour, Customer Experience Manager, will provide an annual update on the program status.

**9. CONSULTING SERVICES FOR CUSTOMER EXPERIENCE DEPARTMENT**

Proposals were received on October 8, 2024, from consulting firms to review and evaluate the structure, processes, and procedures of the Customer Experience department. The objective is to establish action items to improve the employee experience, customer experience, and to optimize resources currently available.

An evaluation team was created to review and score the proposals received. The evaluation criteria consisted of the responder’s qualifications; approach and strategy; cost information; MWBE utilization; and Community Benefit Program.

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Each proposal was evaluated using a weighted score matrix, with the successful consultant being selected for the highest scoring proposal.

The solicitation drew responses from five consulting firms. A cost tabulation of the responses is listed below.

<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>
Matrix Consulting Group Charlotte, NC	\$38,700.00
Whitlock Consulting Group Charleston, SC	\$39,750.00
The Ascent Group, Inc. Athens, GA	\$48,000.00
Lionel Henderson, Inc. Atlanta, GA	\$63,252.78
Raftelis Charlotte, NC	\$92,875.00

Management recommends a contract be awarded to Whitlock Consulting Group in the amount of \$39,750 based on their highest scoring proposal. Funding for these services will be provided through the SSSD operating budget (\$11,925) and SWS operating budget (\$27,825).

**10. LANDFILL DISPOSAL SCREENINGS AND GRIT**

Bids were received on September 12, 2024, for landfill disposal services for screenings and grit for the Spartanburg Sanitary Sewer District. The scope of work calls for the qualified contractor to furnish personnel, equipment, transportation, and disposal services during a 12-month period with options for renewal.

Invitations to bid were published in the local media, on the SWS website, and sent to prospective bidders. The bid tabulation of the annual cost is listed below.

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<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>
Republic Services of SC, LLC Greenville, SC 29607	\$46,740
Waste Connections of The Carolinas Duncan, SC 29334	\$65,900
Waste Management Wellford, SC 29385	NO RESPONSE

Management recommends an award to Republic Services of SC, LLC based on the lowest responsive bid of \$46,740 per year. The service will be funded from the SSSD operating funds.

**11. UNARMED SECURITY GUARD SERVICES**

Bids were received on September 11, 2024, for unarmed security guard services. The scope of services includes monitoring sites by leveraging a robust camera system from a monitoring center located at the Administration Building and reporting any suspicious activity. Guards will also physically patrol the Administration Complex and ensure Lake Bowen Park and Lake Blalock Park are secure at closing.

Invitations were forwarded to prospective bidders, advertised in the local media, and posted to the Spartanburg Water Website. A tabulation of the annual costs are listed below.

<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>
A&A Security Group West Palm Beach	\$105,645.67
Allied Universal Security Services, LLC Greenville, SC	\$107,837.86
Team Synergy Security Lagrange, GA	NO RESPONSE

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This will mark a change in the company that currently provides after hours security patrol for Spartanburg Water. The security company that is currently being used is Allied Universal out of Greenville, SC. The current hourly bill rate under the current contract with Allied Security is \$20.15 and under the new contract proposed with A&A Security Group, the bill rate is \$21.75 per hour.

Management recommends an award to the lowest responsive bidder, A&A Security Group, in the amount of \$105,645.67. The contract term will be for twelve months with the option to renew for two additional 12-month terms. Funding will be provided from operating funds and allocated between SSSD (\$21,129.13) and SWS (\$84,516.54).

**AGENDA ITEM 12-13 OPERATIONS**

**12. A. MANNING LYNCH ODOR CONTROL SYSTEM REFURBISHMENT**

The BIOREM odor abatement system was installed at the A. Manning Lynch WWTF during a plant upgrade in the early to mid-2000s. This system uses a wet biological media to scrub the vapor from the incoming flow and is essential for odor suppression of the incoming sewage. Sewer vapors can be highly corrosive and overtime have caused corrosion of major support structures and channels within the units.

The system was manufactured by the BIOREM Company and the technology used is proprietary to the company. Management recommends the rehabilitation of the BIOREM odor abatement units at the A. Manning Lynch WWTF at a cost not to exceed \$140,700. The work will be funded through depreciation funds.

**13. UPDATE ON WORK PERFORMED DURING AND AFTER HURRICANE HELENE**

Management will provide an update to the Commission of work status during and after Hurricane Helene.

**AGENDA ITEMS 14-16 ENGINEERING**

**14. RECEIPT OF BIDS – BENS CREEK PHASE 3 GRAVITY SEWER PROJECT**

Bids were received on October 24, 2024, for the Bens Creek Phase 3 Gravity Sewer Project. This project is part of a multi-phased project to extend sewer up Bens Creek. This phase of the project consists of approximately 9,785 linear feet

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of 15-inch and 16-inch gravity sewer, beginning at Green Pond Road and extending to the Michelin Tract.

Eight contractors obtained the bid documents for the project and three contractors submitted a bid. The bids were as follows:

<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>
Tom Brigman Contractors, Inc. Newberry, SC	\$3,457,337.35
Two Brothers Utilities, LLC Shelby, NC	\$3,698,971.00
Chandler Construction Services, Inc. Ninety Six, SC	\$4,693,197.00
Engineer's Estimate	\$4,200,000.00

Management recommends awarding the contract to the lowest responsive bidder, Tom Brigman Contractors, Inc., of Newberry, SC for the amount of \$3,457,880.53. This project will be funded by Spartanburg County American Rescue Plan Act (ARPA) funds.

**15. RECEIPT OF BIDS – MEADOWS CREEK-HWY 292 BASIN GRAVITY SEWER EXTENSION PROJECT PHASES 2A AND 2B**

Bids were received on October 22, 2024 for the Meadows Creek-Hwy 292 Basin Gravity Sewer Extension Project Phases 2A and 2B. This project is part of a multi-phased project to extend sewer up Meadows Creek. This phase of the project consists of approximately 24,520 linear feet of 15-inch and 16-inch gravity sewer, and will begin near the intersection of Meadows Creek and Spring Valley Road continue northward along Meadows Creek approximately 1,600 linear feet beyond Meadow Road.

Four contractors obtained the bid documents for the project and three contractors submitted a bid. The bids were as follows:

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<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>
Don Moorhead Construction, Inc. Belton, SC	\$9,992,373.36
McClam & Associates, Inc. Little Mountain, SC	\$11,694,095.00
Chandler Construction Services, Inc. Ninety Six, SC	\$14,739,399.00
Engineer's Estimate	\$12,800,000.00

Management recommends awarding the contract to the lowest responsive bidder, Don Moorhead Construction, Inc., of Belton, SC for the amount of \$9,992,373.36. This project will be funded by Spartanburg County American Rescue Plan Act (ARPA) funds.

**16. OWNERSHIP AGREEMENT – PATRIOT PLACE**

New Style Communities proposes to construct approximately 2,847 linear feet of 8-inch gravity sewer line to provide service to 59 residential lots in Patriot Place located off Sundyal Drive in Moore. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Lower North Tyger River Wastewater Treatment Facility. The developer will bear all costs.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by New Style Communities. Under the terms of the resolution adopted by the Commission on January 26, 2023, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

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**17. CHIEF EXECUTIVE OFFICER REPORT**

**18. REFERRALS**

**19. ADJOURNMENT**