AGENDA

THE COMMISSIONERS OF PUBLIC WORKS
OF THE CITY OF SPARTANBURG, S.C.
Meeting Place: 200 Commerce Street

REGULAR MEETING

Tuesday, March 24, 2020, 3:00 p.m.
(or immediately following SSSD meeting)

This is a regular meeting of The Commissioners of Public Works of the City of Spartanburg, S.C. 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. ROLL CALL

____ Commissioner Littlejohn
____ Commissioner Montgomery
____ Commissioner Viney

2. RESOLUTION FOR AN ELECTRONIC MEETING

A RESOLUTION TO CONFIRM, ACKNOWLEDGE AND AUTHORIZE OPERATING PROCEDURES FOR THE COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG, SOUTH CAROLINA CONCERNING ELECTRONIC COMMUNICATION

WHEREAS, the Commissioners of Public Works of the City of Spartanburg, South Carolina (the “Commission”), the governing body of the water system of the City of Spartanburg, South Carolina, desires to confirm, acknowledge and authorize operating procedures concerning electronic communication for Commission meetings and related matters;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION:

Section 1. The Commission hereby confirms, acknowledges and authorizes members of the Commission to remotely participate in voting and operational procedures by telephone or other means of electronic communication provided that each participating member of the Commission can hear the other Commission members when speaking and that the provisions of the South
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Carolina Freedom of Information Act are complied with. For avoidance of doubt, any member of the Commission participating in a meeting remotely shall be considered present for purposes of a quorum. Provisions shall be made for the public to be able to participate in public meetings and public hearings. The Commission ratifies any previous actions which may have been taken by members of the Commission in accordance with the above.

ADOPTED THIS 24 DAY OF MARCH, 2020.

Management recommends Commission approval of the Resolution for an Electronic Meeting.

3. APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 25, 2020

4. MONTHLY FINANCIAL REPORT

Newt Pressley will present a financial summary of SWS expenditures and revenues for the eight-month period ending February 29, 2020.

5. HEALTH AND DENTAL INSURANCE RENEWAL

Management proposes no design plan recommendations for the upcoming health and dental insurance plan year that is effective May 1, 2020. The upcoming plan year provides for no changes to employee contributions.

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<tr>
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<tbody>
<tr>
<td>Employee Only</td>
<td>$ 47</td>
<td>$ 36</td>
<td>$ 15</td>
<td>$ 7</td>
</tr>
<tr>
<td>Employee plus child</td>
<td>$ 61</td>
<td>$ 50</td>
<td>$ 28</td>
<td>$ 10</td>
</tr>
<tr>
<td>Employee plus children (2 or more)</td>
<td>$ 91</td>
<td>$ 70</td>
<td>$ 33</td>
<td>$ 12</td>
</tr>
<tr>
<td>Family</td>
<td>$ 118</td>
<td>$ 93</td>
<td>$ 48</td>
<td>$ 14</td>
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</tbody>
</table>
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Management recommends that the Commission approve the Spartanburg Water Health and Dental Insurance Plan that will become effective May 1, 2020.

6. WORKERS COMPENSATION INSURANCE RENEWAL

Spartanburg Water’s workers compensation insurance renews on April 1, 2020. USI Insurance Services served as our agent in requesting quotes for the 2020 renewal. Selective, our current carrier, submitted a renewal quote of $134,159. USI also requested quotes from Berkshire Hathaway, Amerisure, and Key Risk; each of these companies declined to submit a quote.

Management recommends remaining with Selective as our workers compensation carrier. The allocation between companies is $100,619.25 for SWS and $33,539.75 for SSSD.

7. PREVENTATIVE MAINTENANCE AGREEMENT (PMA) – LABWORKS LIMS (SWS)

LABWORKS LIMS (Laboratory Information Management System) is a database system used to assign identification codes and store/retrieve data for laboratory samples. In addition, this system generates both regulatory and process control reports for samples associated with Safe Drinking Water Act (SDWA) and Clean Water Act (CWA) programs. LABWORKS has quoted a 12-month preventive maintenance and software support plan for this system that includes license, software and documentation updates; toll free support/troubleshooting number; telephone help desk; email support; remote technical support sessions; escalation process; and access to LABWORKS webinars and workshops. LABWORKS is the sole source of these products and services.

The total cost of this agreement is $23,352. Funding will be provided through the Laboratory Services operating budget, with costs shared 50% between SWS and SSSD. The cost to SWS is $11,676.
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8. DISTRIBUTION REHABILITATION – GLENDALYN CIRCLE PAVING CONTRACT

Sealed bids were received and opened on March 13, 2020, for asphalt paving for the Glendalyn Circle Waterline Rehabilitation Project. The project consists of approximately 1,425 SY of asphalt paving to restore the Glendalyn Circle area inside the City of Spartanburg. Spartanburg Water installed a new waterline along the outside edge of Glendalyn Circle, Glendalyn Terrace, and Glendalyn Place. The ditch, approximately 4200 LF by 4 FT, was thoroughly compacted and a sub-base of 10-inches of asphalt binder was placed in the ditch line by Spartanburg Water System staff. Bids were received as follows:

<table>
<thead>
<tr>
<th>BIDDER</th>
<th>AMOUNT OF BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bennett Paving</td>
<td>$45,909.53</td>
</tr>
<tr>
<td>Spartanburg, SC</td>
<td></td>
</tr>
<tr>
<td>Panagakos Paving</td>
<td>NO BID</td>
</tr>
<tr>
<td>Greenville, SC</td>
<td></td>
</tr>
<tr>
<td>Rogers Group, Inc.</td>
<td>NO BID</td>
</tr>
<tr>
<td>Welford, SC</td>
<td></td>
</tr>
<tr>
<td>Spartan Paving and Concrete</td>
<td>NO BID</td>
</tr>
<tr>
<td>Duncan, SC</td>
<td></td>
</tr>
</tbody>
</table>

Management recommends the award of the contract for the asphalt paving for the Glendalyn Circle Waterline Rehabilitation Project to Bennett Paving in the amount of $45,909.53. The project will be funded by the water distribution system rehabilitation fund.

9. PROFESSIONAL SERVICES – SCDOT COUNTRY CLUB ROAD IMPROVEMENTS WATER AND SEWER RELOCATIONS

The SCDOT has begun a project to improve the Country Club Road Corridor. The proposed improvements include partial road realignment, sidewalk, storm drainage improvements, and the addition of a shared use path along
the road. The proposed improvements could facilitate the need for the relocation of existing utilities.

Staff recently requested a proposal from Summit Engineering Group of Spartanburg, SC to assist with the identification of conflicts, development of water and sewer relocation plans for the conflicts, coordination with the SCDOT, and necessary permitting. They are currently providing similar services for the water and sewer relocations on the SCDOT’s I-85 Widening Project.

Management recommends the approval of a professional services contract with Summit Engineering Group based on their hourly rate schedule with a not to exceed amount of $40,000 for SWS and $30,000 for SSSD for a total of $70,000.

10. RECEIPT OF BIDS – VAUGHN CREEK RAW WATER LINE REPLACEMENT PROJECT

The Landrum Water Treatment Facility Critical Asset Study, prepared by W.K. Dickson in November 2014, recommended the replacement of the existing 8-inch water line which delivers raw water from the Vaughn Creek Pump Station to the Landrum Water Treatment Facility. This water line, that was installed when the pump station was initially constructed, supplies approximately 90% of the raw water needed by the Landrum Water Treatment Facility. There have been multiple failures on this line since Spartanburg Water took over the Landrum system in 2004.

Bids were received for the Vaughn Creek Raw Water Line Replacement Project on March 13, 2020. The project consists of the replacement of the entire length of the existing raw water line, a distance of approximately 8,800 linear feet. As recommended in the W.K. Dickson study, installation of the new ductile iron water line will follow the route of existing line that runs mostly cross-country and includes elevation changes of up to 270 vertical feet. This project will insure a continuous and reliable supply of raw water to the Landrum Water Treatment Facility.

Fourteen general contractors obtained the bid documents for the project with four contractors submitting bids. A tabulation of the responses is listed below:
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<table>
<thead>
<tr>
<th>BIDDER</th>
<th>AMOUNT OF BID</th>
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</thead>
<tbody>
<tr>
<td>Piedmont Utility Group, LLC Mooresboro, NC</td>
<td>$564,024.24</td>
</tr>
<tr>
<td>Double R Utilities, Inc. Gaffney, SC</td>
<td>$693,292.02</td>
</tr>
<tr>
<td>Payne, McGinn, &amp; Cummins, Inc. Travelers Rest, SC</td>
<td>$916,865.00</td>
</tr>
<tr>
<td>Dellinger, Inc. Monroe, NC</td>
<td>$1,947,887.00</td>
</tr>
<tr>
<td>Engineer’s Estimate</td>
<td>$1,000,000.00</td>
</tr>
</tbody>
</table>

Management recommends awarding the contract to the lowest responsive bidder, Piedmont Utility Group, LLC of Mooresboro, NC, based on their bid of $564,024.24.

The construction phase of this project will be partially funded by a $500,000 grant from the South Carolina Rural Infrastructure Authority. The balance of the project will be funded by 2017 bond funds.

11. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – LOCKMAN STREET PHASE 2

Recently management received a request from a property owner on Lockman Street concerning the possibility of obtaining water service. Lockman Street is west of Rainbow Lake Road and south of Hickory Nut Drive. In order to provide service, management has determined the following:

The water main extension consists of approximately 100 linear feet of 6-inch water main and is consistent with the SWS Water Main Extension Policy. It will be billed at the outside city rate plus surcharge until such time as the full local share is recovered.

The water main extension necessary to provide domestic service plus fire protection and also provide for future growth, are the same size and quantity, and therefore, the project estimate is $4,900. The property owner’s participation cost is based on this estimate.
Management recommends Commission approve the above.

12. WATER QUALITY REPORT

Management will provide an update on water quality.

13. REPORT ON DRINKING WATER RESERVOIRS

Management will provide an update on activities with the drinking water reservoirs.

14. NOTIFICATION OF ENACTMENT OF EMERGENCY PROCUREMENT – CAROLINA COUNTRY CLUB ROAD WATER MAIN FAILURE

The 12” aerial water main and supporting steel structure crossing Fairforest Creek, along Carolina Country Club Road, was severely damaged during the flooding that occurred on February 6-7, 2020. A temporary 6” HDPE water main was installed to restore domestic and fire service to the impacted area. While on site, staff discovered that the 12” aerial water main and supporting steel structure crossing Beaverdam Creek, located approximately 1,000’ west of Fairforest Creek, was also impacted by the flooding waters to a point of near failure.

Due to the need for immediate response, staff initiated and received management approval to execute an Emergency Procurement Request to retain services of pre-qualified contractors. Staff received quotes from four pre-qualified contractors to eliminate both aerial crossings by installing 12” HDPE Pipe under the creek beds using Horizontal Directional Drilling (HDD), and performing all necessary connections needed to complete the change over from the existing pipeline to the new installations.

Double R Utilities Inc., was the pre-qualified contractor selected based on their low quote of $319,942.52.

The above is provided as information to the Commission.
15. EMERGENCY PROCUREMENT – REPLACEMENT OF TWO 24" WATER DISTRIBUTION MAINLINE VALVES

On November 4, 2019, staff discovered a broken 24" distribution mainline valve near the intersection of HWY #9 and Old Furnace Road in the Boiling Springs Community. The broken valve was leaking water into the roadway creating a potential problem for the traveling public in the event of freezing weather. Staff immediately performed a "stop-gap" temporary measure to control the flow of water leaking onto the roadway to eliminate the hazard. Attempts were made to shut down the 24" distribution mainline to remove and replace the broken valve. However, the 24" distribution valve downstream that was needed to successfully isolate the 24" mainline would not completely shut-off the flow of water. (The 24" distribution main was installed in 1938 and the failure of the valves along this section of distribution main appears to be directly related to issues associated with aging infrastructure.)

To eliminate disruption of water service to all residential and business customers located along HWY #9 between Costner Drive and I-85, the decision was made to request an Emergency Procurement to contract the installation of two 24" Line-Stops. The Line-Stops would be strategically placed to allow removal and replacement of both 24" inoperative valves during the shutdown.

Management approved the Emergency Procurement Request and EA Tapping Services, LLC, located in Apopka, Florida was selected to perform the Line-Stop services.

The installation was successful, both 24" valves were replaced and the distribution main was placed back into service.

The total cost associated with the request for Emergency Procurement and the installation of the two 24" Line-Stops is $67,000.

The above is provided as information to the Commission.
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16. AGREEMENTS EXECUTED BY THE CHIEF EXECUTIVE OFFICER ON BEHALF OF THE COMMISSION

The following agreements have been executed on behalf of the Commission by the Chief Executive Officer in accordance with the resolution adopted by the Commission on March 28, 1989.

A. Inside City Private Fire Service Agreement

(1) Northside Residential

Northside Residential, located at 500 Howard Street in Spartanburg, SC, wishes to connect a 6-inch water line to the Commission’s 6-inch water line along College Street to serve a private fire protection system for the above-mentioned apartment community. Partans, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - $148.76

B. Outside Water Main Extension Agreements

(1) Townes at North Springs

Intregras Clark Road, LLC is developing Townes at North Springs. This development will consist of 111 residential lots, approximately 2,081 linear feet of 4-inch water main, 257 linear feet of 6-inch water main, and one hydrant. The developer will bear all costs.

C. Lake Agreements

Applications have been submitted and all fees have been paid on the following Lake Agreements, associated with new construction and replacement.

(1) Jonathan M. Bishop and Ashley L. Bishop desire to construct a boat lift and personal watercraft lift on Lake Bowen.

(2) Leslie A. Casterline and Gayle L. Casterline desire to construct a boat lift on Lake Bowen.
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(3) Kyle A. Cheleotis and Elizabeth P. Cheleotis desire to replace a dock on Lake Bowen.

(4) Coleen A. Grigg desires to replace a dock on Lake Bowen.

(5) Bryant Moss desires to construct a boat lift on Lake Bowen.

(6) Cynthia Sanders Rhodes and Kevin Rhodes desire to replace a dock on Lake Bowen.

(7) Vernon Suzuki desires to construct a hard pathway on Lake Bowen.

(8) Randolph B. Thomas and Barbara J. Thomas desire to construct a dock on Lake Bowen.

(9) Ralph Wabnitz and Tammy M. Wabnitz desire to construct a personal watercraft lift on Lake Bowen.

Applications have been submitted and all fees have been paid on the following Lake Agreements, associated with acknowledgement of ownership.

(1) Scott David Anderson and Kimberly T. Anderson, boat ramp, dock replacement, shoreline stabilization, and soft pathway on Lake Bowen.

(2) Robert L. Barnes and Patricia C. Barnes, dock replacement on Lake Bowen.

(3) Jonathan M. Bishop and Ashley L. Bishop, dock replacement and soft pathway on Lake Bowen.

(4) Randall A. and Patricia S. Collins, boat ramp on Lake Bowen.

(5) Sullivan G. Derrell, hard pathway and shoreline stabilization on Lake Bowen.
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(6) Lewis Eddie Dutton and Darlene Bright Dutton Revocable Trust, dock replacement on Lake Bowen.

(7) James B. and Georgia F. Eleazer, shoreline stabilization and boat lift on Lake Bowen.

(8) Alan J. and Robin H. Getz, boat lift, dock replacement, personal watercraft lift, and shoreline stabilization at Lake Bowen.

(9) Marion R. Gramling, Jr. and Cindy P. Gramling, personal watercraft lift on Lake Bowen.

(10) Matthew R. Hale and Kristina Hale, dock replacement and soft pathway on Lake Blalock.


(12) Walter K. and Mary Lou Hodge, soft pathway on Lake Bowen.

(13) Martin Just, hard pathway and shoreline stabilization on Lake Bowen.

(14) Lois G. Prince and Peter B. Miller, as Co-Trustee(s) and successors in Trust, under the Lois G. Prince Revocable Trust, shoreline stabilization on Lake Bowen.

(15) Bryant Moss, dock replacement on Lake Bowen.

(16) Mary B. Nodine, boat ramp on Lake Bowen.

(17) Johnny and Joanne Perry, hard pathway on Lake Bowen.

(18) Jesse T. Phillips, boat lift, dock replacement, and shoreline stabilization on Lake Bowen.

(19) Lynne W. Poole, hard pathway and shoreline stabilization on Lake Bowen.
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(20) Richard J. Praytor and Jennifer F. Praytor, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.

(21) Waterfront Holdings, LLC, boat lift, boat ramp, hard pathway, and personal watercraft lift on Lake Bowen.

(22) Scott B. Sarrells, boat ramp on Lake Bowen.

(23) Deborah Birch Smithling, boat ramp and dock replacement on Lake Bowen.

(24) Vernon Suzuki, boat ramp, dock replacement, and hard pathway on Lake Bowen.


(26) David R. Wood and Roberta D. Thomas, boat ramp, dock replacement, and shoreline stabilization on Lake Bowen.


17. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS