

# AGENDA

## SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

### REGULAR MEETING

**MEETING PLACE: 200 Commerce Street**

**Thursday, April 23, 2020, 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. PRAYER**

**2. ROLL CALL**

_____ Commissioner Barnes	_____ Commissioner Blanton
_____ Commissioner Horton	_____ Commissioner Littlejohn
_____ Commissioner Montgomery	_____ Commissioner Viney
_____ Mayor White	

**3. APPROVAL OF MINUTES OF REGULAR MEETING OF MARCH 24, 2020**

**4. COVID-19 REPORT**

Management will provide the Commission with an update.

**5. MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the nine-month period ending March 31, 2020.

**6. BID FOR SSSD GENERATOR PREVENTATIVE MAINTENANCE AND SERVICES**

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Sealed bids for the preventative maintenance and service of diesel generators were received on February 25, 2020. The Spartanburg Sanitary Sewer District owns 34 diesel generators which are located throughout Spartanburg County. These generators vary in size, style, and manufacturer. The successful vendor is responsible for providing labor, supervision, materials, equipment, transportation, and services necessary to provide preventative maintenance services for the generators, load bank testing, and to provide repair and maintenance services on an as need basis.

The scope of work requires the vendor to follow a predetermined maintenance schedule where each generator is serviced annually using a detailed inspection and preventative maintenance checklist; 24/7 emergency response; monthly reporting on services completed; and a warranty for services and parts. The scope of work also requires the generators to be load bank tested once every three years or as required by code.

Bids were received from four service providers. A tabulation of the bids is listed below. The cost information provided reflects a three year schedule in order to include the staggered costs for load bank testing each generator.

<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>
Cummins, Inc. Spartanburg, SC	\$94,246
Blanchard Power Systems Greenville, SC	\$112,962
Nixon Power Services Charlotte, NC	\$120,795
W.W. Williams West Columbia, SC	\$121,040

Management recommends the contract be awarded to the lowest responsible bidder, Cummins, Inc., at a total contract cost of \$94,246.

Funding will be provided from a combination of SSSD operating funds.

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**7. CHAPLAINCY PROGRAM**

Spartanburg Water has offered an Employee Assistance Program (EAP) to our staff and their families to support them with issues that could adversely affect their work and personal lives. In the current program, employees request assistance and are assigned a counselor to work with for a limited number of visits (8) per issue. Due to the consolidation by the current provider and the relocation to Columbia, the provider has struggled to find counselors that are available during non-traditional business hours. Spartanburg Water seeks to provide a more comprehensive and timely care support, so a team was put together to research other support options. Various options to the current employee assistance program were evaluated and a Chaplaincy program was identified.

A Chaplaincy program would enhance a positive organizational culture by providing regular on-site care support for employees and their families. A nondenominational Chaplaincy program provides a personal connection between the employee and Chaplain and offers the same range of support and referrals to additional resources for both employees and their families.

SWS would have two chaplains, a male and female, assigned to our company providing biweekly onsite support at each of our locations around the county to become acquainted with our staff. The staff could also access a Chaplain directly 24/7 through a downloadable online application. Some areas that a Chaplain provides support with are:

- Balancing work and family
- Dealing with loss or sickness
- Managing conflict, anger or stresses
- Personal finances
- Developing communication skills
- Blended families

Management recommends Marketplace Chaplains as our company employee care service based on the wider range of services offered. The cost of the program will be funded from the Human Resources operating budget and allocated \$6,062 to Spartanburg Sanitary Sewer district and \$17,254 to Spartanburg Water.

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**8. NOTIFICATION OF ENACTMENT OF EMERGENCY PROCUREMENT –  
OWENS STREET GRAVITY SEWER MAIN REPAIR**

On March 27, 2020, staff discovered that a section of the 8" concrete sewer line between Owens Street and George Street in the Duncan Park area had deteriorated to a point-of-failure and was blocking all flow within the line. Immediate measures were taken to control the flow by setting up bypass-pumping. A complete evaluation/survey was conducted on the condition of the approximately 300 LF of concrete line within this section of the system. Based on the conditions discovered, the decision was made to replace the entire section of line.

Due to the need for immediate response, the use of by-pass pumping to maintain sewer service, and safety concerns associated with the depth of the existing line, staff drafted a scope-of-work, initiated an Emergency Procurement Request, and received approval to retain services from one of the pre-qualified contractors. The scope-of-work outlined the replacement of 282 LF of 8" concrete gravity sewer line with 8" PVC, clearing, erosion control, replacement of one manhole, restoration of four sewer services, asphalt paving, and grassing.

Staff received quotes from three pre-qualified contractors to complete the work.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>	<u>PROPOSED DATE</u>
Payne McGinn & Cummins Travelers Rest, SC	\$108,998	May 11, 2020
Double R Utilities Gaffney, SC	\$163,020	April 2, 2020
McClam & Associates Little Mountain, SC	\$225,874	April 13, 2020

Double R Utilities Inc., was the pre-qualified contractor selected based on their availability to begin the project in an expedient manner at a cost of \$163,020. The project was funded from the SSSD collection system rehab fund.

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**9. NOTIFICATION OF ENACTMENT OF EMERGENCY PROCUREMENT-  
SHORESBROOK INTERCEPTOR REPAIR**

During the extreme rainfall event in February, the creek bank along Cub Branch eroded from the flooding waters exposing and washing-out a section the 12" Shoresbrook Interceptor Sewer Gravity Main. This failure occurred along Cub Branch approximately 600' upstream from the North Tyger River. Staff made a temporary emergency repair to reconnect the sewer line to eliminate the discharge of sewer into the creek. However, the erosion caused from the flooding along this section of pipeline created a reverse grade that would require the pipeline to be removed and replaced, or to be relocated to achieve the desired grade to ensure the District could maintain a properly functioning gravity sewer line. In addition, the existing pipeline remained exposed and if an additional heavy rain event occurred, the pipeline would most likely fail.

Based on the conditions and the likelihood of failure, staff initiated an Emergency Procurement Request and received approval to retain services from one of the pre-qualified contractors to relocate approximately 175 LF of 12" SDR26 pipeline, install one standard manhole, make both reconnections, and to repair and perform erosion control along the creek bank.

Three pre-qualified sewer contractors visited the site with staff and provided quotes. Dillard Excavating Co. provided the lowest quote of \$87,520 and could mobilize quickly to the site. Dillard Excavating was selected to make the repairs as identified within the scope of work. The project was funded from the SSSD collection system rehab fund.

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**10. LAWSON FORK FACILITY IMPROVEMENTS PROJECT – CHANGE ORDER #1**

The Lawson Fork Facility Improvements Project was developed following a detailed evaluation of the facility by the engineers at Goldie Associates, Inc. The recommended improvements included equipment replacement and rehabilitation at the headworks of the facility (Phase 1) and the need to

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address the deterioration of the concrete wetwell at the transfer pump station (Phase 2).

As part of their earlier work, Goldie Associates had obtained quotes from three contractors to perform the specialized Phase 2 concrete rehabilitation and lining work at the transfer pump station.

<b><u>SPECIALTY CONCRETE REHABILITATION COMPANIES</u></b>	<b><u>AMOUNT OF QUOTE</u></b>
Dun-Right Services, Inc. Florence, SC	\$237,602
Southern Painting and Maintenance Specialists, Inc. Greenville, SC	\$294,084
Everlast Rehab Milltown, WI	\$483,000

In addition to the specialized concrete work, there would be additional support needed including bypass pumping around a portion of the pump station wetwell. Initial cost estimates indicated that Phase 1 work at the headworks would need to be completed first, followed by the Phase 2 work at the pump station in a subsequent budget year.

Phase 1 of this project was publicly bid, awarded to Greenstone Construction, LLC in September 2019, and this work is currently underway.

A major part of the Phase 1 work is the need to install bypass pumping equipment to divert the influent flow around the headworks, while concrete rehabilitation and equipment replacement is underway. Staff realized that the bypass pumping equipment needed for Phase 1 was essentially the same as that needed for Phase 2, except for the location of the bypass. There appeared to be a cost-savings opportunity possible by issuing a Change Order to Greenstone Construction to add the Phase 2 work to their scope and include the relocation of the bypass equipment after Phase 1 was completed.

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Dun-Right Services agreed to hold their previous low quote and operate as a subcontractor under the District’s current contract with Greenstone Construction. Staff has negotiated a Change Order with Greenstone Construction for \$308,908.12 to administer all other work needed for Phase 2.

The proposed financial summary of the project is as follows:

Original Contract Price	\$ 779,350.00
Change Order #1	<u>\$ 308,908.12</u>
Revised Contract Price	\$1,088,258.12

Management recommends approval of Change Order #1 to the contract with Greenstone Construction, LLC of Seneca, SC, for the amount of \$308,908.12. This project will be funded by capital funds.

**11. 2019 ECONOMIC DEVELOPMENT REPORT**

This report represents the economic development activity by Spartanburg Water during the 2019 calendar year.

**12. OWNERSHIP AGREEMENT – DILLON VILLAGE**

Dillon Village Development, LLC proposes to construct approximately 2,032 linear feet of 8-inch gravity sewer line to provide service to 77 lots in Dillon Village Subdivision located off of Dillon Drive. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch 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 Dillon Village Development, LLC. Under the terms of the resolution adopted

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by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

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**13. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**