

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, January 22, 2019, 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. **ELECTION OF OFFICERS**
3. **APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 4, 2018**
4. **MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the five-month period ending November 30, 2018, and the six-month period ending December 31, 2018.

5. **PROPOSED 2019 COMMISSION MEETING SCHEDULE**

January 22	February 26
March 26	April 23
May 28	June 25
July – No Meeting	August 27
September 24 or 26 (WEFTEC)	October 29
November – No Meeting	December 3

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, January 22, 2019

6. JANITORIAL SERVICES CONTRACT

Proposals were received on January 8, 2019, for contract services to furnish material, labor, transportation, and equipment necessary to perform janitorial services at multiple facilities throughout the organization.

The scope of works calls for placing personnel as needed at the Administrative Complex, the C&D Complex, offices at Lake Bowen and Lake Blalock, the R.B. Simms Water Treatment Plant (including the Pavilion), and the Fairforest Reclaimed Water Treatment Plant to provide services at each facility as detailed in the Request for Proposals.

A pre-bid conference was held and guided site tours provided to further familiarize the bidders with the locations, the overall size of the facilities, and the work required.

A tabulation of the responses to the request is listed below. The costs are represented in annual totals, based on an initial 12-month term with two optional renewal terms.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
CMA Services Hartsville, SC	\$120,853
Sunbelt Janitorial Group Spartanburg, SC	\$160,234
Greens Commercial Cleaning Charlotte, NC	\$164,487
US&S, Inc. Greenville, SC	\$198,210

Based on the findings of the evaluation committee, an examination of provided references, and the scoring of the proposals, management recommends an award be granted to Sunbelt Janitorial Group in the annual amount of \$160,234.

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, January 22, 2019

The services will be funded from the operating budget as follows:
SSSD \$55,926.96 and SWS \$104,307.04.

7. BIOCHEMICAL OXYGEN DEMAND (BOD) ANALYZER – REVISION TO AWARD

At the December Commission meeting, the Commission approved an award to SCP Science in the amount of \$33,106 for the purchase of a Biochemical Oxygen Demand (BOD) Analyzer for Lab Services.

Prior to releasing the purchase to SCP Science, a participating vendor protested the award on account that the unit proposed by SCP Science could not meet all of the requirements of the Request for Sealed Bid. After further evaluation by staff, it was determined that the unit offered by SCP Science could not be upgraded to perform serial dilution of the samples as required in the sealed bid. Due to the discrepancy, the SCP Science bid is disqualified. Seal Analytical, which was the second lowest bidder, did propose a unit that meets all of the requirements of the request.

Management recommends granting an award to the next lowest bidder, Seal Analytical, in the amount of \$33,736. An updated tabulation of bids is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Seal Analytical Mequon, WI	\$33,736.00
Skalar, Inc Buford, GA	\$37,150.00
ManSci, Inc. Orlando, FL	\$37,444.25
SCP Science Baie-d'Urfe, QC, Canada	DISQUALIFIED

Funding will be provided by SSSD operating funds.

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, January 22, 2019

**8. PROFESSIONAL ENGINEERING SERVICES – STUDY OF ALTERNATE
DISINFECTION AT THE PAGE CREEK WWTF**

In the current Capital Improvement Plan (CIP), a \$750,000 project exists for the replacement of the UV disinfection system at the Page Creek WWTF in Landrum, SC. Prior to initiating the pre-engineering process, management has decided to explore an alternative method of disinfection – peracetic acid (PAA). Most recently, PAA was used as a DHEC approved back-up disinfectant during the UV upgrade project at the Lower North Tyger River WWTF.

PAA is considered to be a “greener” disinfection alternative by the EPA, in that effluent toxicity is not affected by any toxic residuals and requires no removal prior to entering into receiving streams. PAA requires low start-up costs and any power consumption is negligible compared to UV. PAA is a strong, fast-acting oxidant that requires lower exposure to treated waters and has shown to be effective during high flow scenarios.

In order to determine whether PAA is a viable disinfection alternative at the Page Creek WWTF, a cost benefit analysis for comparison and a bench scale study for applicability must be performed. W.K. Dickson & Co., Inc., has recently worked with the town of Lyman, SC, in their change over from gaseous chlorine to PAA. Due to their expertise with this disinfectant methodology, management is recommending that the District acquire the services of W.K. Dickson & Co., Inc., to perform these studies. The proposed cost for completing this work is \$15,000. The cost breakdown is shown below.

<u>Cost Breakdown</u>	
<u>Task/Description</u>	<u>Cost</u>
Bench Scale Testing	\$4,000
CIP/O&M Analysis	\$4,000
Pilot Study Support	\$7,000
Total Cost	\$15,000

Management recommends awarding the contract to W.K. Dickson & Co., Inc., in the amount of \$15,000. This project will be funded by operating funds.

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, January 22, 2019

9. CONTRACT PUMP AND HAUL SERVICE AGREEMENT

Bids were received on December 13, 2018, for contract pump and haul services for the various reclaimed water treatment facilities to supplement work performed by SSSD personnel and equipment. Services are broken into two sections which include routine pump and haul requirements and emergency pump and haul requirements, whereby the agreement will be applicable to normal operating hours as well as after hours or emergency situations. In addition to general pump and haul provisions, the contractor may be required to clean tankage and transfer seed sludge from one of the eight facilities identified in the scope of work. Quantities for this agreement are estimated at 300 loads per year.

Invitations were forwarded to prospective bidders and published in the local media. Only one response was received and is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Simmons Septic Tank Service Fairforest, SC	\$185 per load

Management recommends an award be granted to Simmons Septic Tank Service based on their bid of \$185 per 2,500 gallon load. Based upon an estimated 300 loads per year, the value of the contract would be approximately \$55,500 annually. Funding will be provided through the SSSD operating budget.

10. OWNERSHIP AGREEMENT – CARTWRIGHT FARM

Holly Drive Properties, Inc., proposes to construct approximately 2,617 LF of 8-inch gravity sewer line to provide service to 82 lots in Cartwright Farm Subdivision located at Duncan-Reidville Road. The sewer line will connect to the District's existing infrastructure. The domestic waste will be treated at the South Tyger River Wastewater Treatment Facility. SSSD will participate in the cost in accordance with the Sewer Extension Policy adopted on December 17, 1996.

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, January 22, 2019

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 Holly Drive Properties, Inc. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

11. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS