

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, June 25, 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. APPROVAL OF MINUTES OF REGULAR MEETING OF MAY 28, 2019**
- 3. MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the eleven-month period ending May 31, 2019.

Management will also present financial policies and procedures to the Commission for review and approval.

- 4. PUBLIC HEARING FOR PROPOSED FY 2019-2020 OPERATING BUDGET**

A public hearing will be held by the Commission to allow input regarding the proposed FY 2019-2020 operating budget.

- 5. DISCUSSION/APPROVAL OF PROPOSED FY 2019-2020 OPERATING BUDGET**

Management requests approval of the proposed FY 2019-2020 operating budget.

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6. RED FLAGS PROGRAM

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 Service Manager, will provide an annual update on the program status. Additionally, Kevin Brown, Director of Information Technology, will review measures to protect electronic data and enhance cyber security.

7. BIOSOLIDS TRUCK SCALES

Bids were received on May 22, 2019, for the purchase of BioSolids Truck Scales for the Fairforest Wastewater Treatment Facility. Trailers are loaded with dewatered solids that are transported to landfills. The scales will ensure that the trailers are loaded to the proper weight.

The request for bid was advertised in the local media and forwarded to prospective vendors. The solicitation drew responses from three bidders. A cost tabulation of the responses is listed below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Greenville Scale Taylors, SC	\$49,100
Everest Scale Pickens, SC	\$58,645
Superior Scales Fort Mill, SC	\$59,975

Management recommends an award be granted to the lowest, responsive bidder, Greenville Scale, at a cost of \$49,100. Funding will be provided by SSSD operating funds.

8. PREVENTATIVE MAINTENANCE AGREEMENT FOR LABORATORY SERVICES

Laboratory Services maintains Preventative Maintenance Agreements (PMA's) for select laboratory instruments and software programs. The

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proposed contract is an annual agreement and includes service for routine preventative maintenance, troubleshooting, repairs (parts and labor), software support, certain upgrades, and priority emergency repair service. The PMA is provided by the manufacturer, who is the sole source of the laboratory service.

Labworks (Laboratory Information Management System) LIMS

- This database system is used to assign identification codes and store / retrieve data for samples. In addition, this system generates both regulatory and process control reports for samples associated with the Safe Drinking Water Act (SDWA) and the Clean Water Act (CWA) programs. Labworks has quoted an annual PMA for services described above for a total cost of \$23,320.

The total cost for the renewal of this annual Preventive Maintenance Agreement is \$23,320. Funding will be provided through the Laboratory Services operating budget, with costs shared 50/50 between SSSD and SWS.

Management recommends approval of the renewal of the Labworks LIMS Preventive Maintenance Agreement for an amount not to exceed \$11,660.

9. FAIRFOREST BASIN LARGE LINE CLEANING AND CCTV PROJECT PHASE II

Proposals were received June 11, 2019, for the contract cleaning and CCTV/Sonar inspection of approximately 7,800 LF of large diameter sewer pipelines of varying materials along a tributary to Fairforest Creek from Powell Mill Road to West Blackstock Road near Westgate Mall. The contractor will provide cleaning (removal of 100% of loose debris and 95% of hardened debris), transportation of debris for disposal, and pipeline inspection services.

There are no known issues with sanitary sewer overflows (SSO's) along this section of pipe; however, the most recent sewer system hydraulic model update and system evaluation indicated the opportunity for surcharging in this area during heavy rainfall events.

Interested contractors were requested to provide proposals that included information on company history, project team, project approach, previous

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experience, current workload, financial and insurance information, MWBE Utilization and community benefit program. The proposals were reviewed by three staff members, who used a weighted scoring system in their evaluation of (1) Approach and Strategy, (2) Technical Competency and Experience, (3) Schedule, (4) Cost, (5) MWBE Utilization and (6) Community Benefit Program.

The Request for Proposal (RFP) was forwarded to nine prospective contractors, advertised in the Spartanburg Herald Journal and posted on the Spartanburg Water website Current Opportunities page. Proposals received are as follows:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Hydrostructures Cayce, SC	\$99,700
Gulf Coast Underground, LLC Theodore, AL	\$256,500
Compliance EnviroSystems (CES) Baton Rouge, LA	NO BID
Vortex Services Greenville, SC	NO BID
Bio-Nomic Services, Inc. Belmont, NC	NO BID*
Southeast Pipe Patterson, GA	NO BID
Envirowaste Services Group Palmetto Bay, FL	NO BID
AIMS Companies Phoenix, AZ	NO BID

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PASCON
Lexington, SC

NO BID

*Did not deliver bid package by deadline, therefore not opened.

Hydrostructures received the highest score among the proposal review team and had the lowest price. Management recommends the award of the contract for Phase II of the Fairforest Basin Large Line Cleaning and CCTV project to Hydrostructures of Cayce, SC in the amount of \$99,700. This project will be funded by the collection system rehabilitation fund. SSSD will be responsible for the landfill disposal fees.

10. RECEIPT OF BIDS – EDGEFIELD PUMP STATION REHABILITATION PROJECT

Bids were received on June 11, 2019, for the Edgefield Pump Station Rehabilitation Project. This pump station, that serves the Edgefield Mobile Home Park in Cowpens, was initially placed in service in January 2000. The existing pumps and related hardware have exceeded their useful life. This project will include the replacement of the submersible pumps, related hardware and piping, control panels and other electrical components, and the installation of several safety-related improvements, which will bring the station into compliance with current Sewer District standards.

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

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
AAA Utility and Construction, LLC Columbia, SC	\$152,505
C.J. Compton Plumbing, Heating & Air Spartanburg, SC	\$198,840
Greenstone Construction, LLC Seneca, SC	\$216,000
Engineer's Estimate	\$160,000

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Management recommends awarding the contract to the lowest responsive bidder, AAA Utility and Construction, LLC of Columbia, SC, for the amount of \$152,505. This project will be funded by depreciation funds.

11. OWNERSHIP AGREEMENT – ABSOLUTE STORAGE

Highway 9 Storage, LLC proposes to construct approximately 431 linear feet of 8-inch gravity sewer line to provide service to Absolute Storage located at Highway 9 and 4th Street in Boiling Springs. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Fairforest 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 Highway 9 Storage, LLC. 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.

12. OWNERSHIP AGREEMENT – ADDISON PLACE

Mark III Properties, Inc., proposes to construct approximately 2,440 linear feet of 8-inch gravity sewer line to provide service to 87 townhouses located on Anderson Mill Road. 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 Mark III Properties, Inc. Under the terms of the resolution adopted by the

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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. OWNERSHIP AGREEMENT – BELLA CASA PHASE 1

South Tyger Properties, LLC proposes to construct approximately 1,850 linear feet of 8-inch gravity sewer line to provide service to 32 residential lots in Bella Casa Phase 1 subdivision located on Bennett Dairy Road. The sewer line will connect to the SSSD infrastructure. The domestic waste will be treated at the Fairforest 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 South Tyger Properties, LLC. 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.

14. OWNERSHIP AGREEMENT – BELLA CASA PHASE 2

South Tyger Properties, LLC proposes to construct approximately 3,718 linear feet of 8-inch gravity sewer line to provide service to 108 residential lots in Bella Casa Phase 2 subdivision located on Bennett Dairy Road. The sewer line will connect to the SSSD infrastructure. The domestic waste will be treated at the Fairforest 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.

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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 South Tyger Properties, LLC. 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.

15. OWNERSHIP AGREEMENT – CHESTNUT STREET FUTURE DEVELOPMENT

Cureton Investments, LLC proposes to construct approximately 417 linear feet of 8-inch gravity sewer line to provide service to Chestnut Street Future Development located on Chestnut Street in the Town of Reidville. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South 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 Cureton Investments, LLC. 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.

16. OWNERSHIP AGREEMENT – GLEN MEADOWS

Stallion Road Investments, LLC proposes to construct approximately 5,947 linear feet of 8-inch gravity sewer line to provide service to Glen Meadows, a 209 lot single family subdivision located on Stallion Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Fairforest Wastewater Treatment Facility. The developer will bear all costs.

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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 Stallion Road Investments, LLC. 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.

17. OWNERSHIP AGREEMENT – NORTH VILLAGE SUBDIVISION PHASE 2

ECS Development, LLC proposes to construct approximately 1,163 linear feet of 8-inch gravity sewer line to provide service to 41 residential lots in North Village Subdivision Phase 2 located on Old John Dodd Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Fairforest 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 ECS Development, LLC. 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.

18. OWNERSHIP AGREEMENT – TYGER POINT PHASE II

Mungo Home Properties, LLC proposes to construct approximately 3,875 linear feet of 8-inch gravity sewer line to provide service to Tyger Point Phase II, a 91 lot single family subdivision located on Anderson Mill Road. The sewer line will connect to the existing SSSD infrastructure. The

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domestic waste will be treated at the South 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 Mungo Homes Properties, LLC. 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.

19. INSURANCE CLAIM FOR 2013 PCB INCIDENT

The insurance claim filed with the Insurance Reserve Fund for the July 2013 PCB dumping incident has been settled. Staff will provide a summary of the process and the resolution.

20. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS