

AGENDA

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

REGULAR MEETING

**Tuesday, August 27, 2024, 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. CALL TO ORDER**
- 2. APPROVAL OF MINUTES OF REGULAR MEETING OF JUNE 20, 2024**

OLD BUSINESS

- 3. WATER MAIN CONSTRUCTION SERVICES PRE-QUALIFICATION CLARIFICATION**

At the June 20, 2024, Commission Meeting, the Commissioners of Public Works of the City of Spartanburg approved the pre-qualification of twelve contractors to be called upon to submit competitive bids and/or proposals for water main construction services. For clarification purposes, management would like to inform the Commission that a \$300,000 cap is in place for each project. If the cost exceeds the cap due to it being deemed an emergency by the CEO, the information will be presented to the Commission at the meeting immediately following the project award.

- 4. DRINKING WATER TREATMENT AWARDS AND RECOGNITION – SCDES AWOP AWARD**

On June 12, 2024, the Landrum and R.B. Simms Water Treatment Facilities received the South Carolina Area-Wide Optimization Excellence Award for

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calendar year 2023 during SCDES's Annual Surface Water Treatment Meeting held in Columbia, SC.

SCDES initiated the SC Area-Wide Optimization Program (AWOP) in 1997. AWOP is an effort to optimize the performance of existing surface water treatment facilities. The goal of the program is to optimize particle removal and disinfection at all filtration plants to maximize public health protection through appropriate treatment techniques. The Area-Wide Optimization Program (AWOP) provides tools and approaches for drinking water systems to meet water quality optimization goals and provide an increased – and sustainable – level of public health protection to their consumers. The optimization program depends on collaborative relationships and mutual respect between and among regulators and water systems, and it enhances the skills of everyone involved.

AWOP was originally focused on microbial contaminants, but has expanded to include a disinfectant byproducts component. The optimization goals of AWOP are more stringent than drinking water regulations and Spartanburg Water System (SWS) continues to consistently meet these goals.

Management is proud of this achievement as it shows optimization of SWS drinking water treatment facilities and the capabilities of Watershed Management, Above Ground Maintenance, and Drinking Water Treatment staff to provide water quality that exceeds regulatory requirements.

5. WATER FLUORIDATION QUALITY AWARD

The South Carolina Department of Environmental Services (SCDES) announced that the R.B. Simms Water Treatment Facility has been awarded a 2022 Water Fluoridation Quality Award from the U.S. Centers for Disease Control and Prevention (CDC). The award recognizes those communities that maintained a consistent level of optimally fluoridated water throughout 2022. Jason Cass, Lead Operator for the R.B. Simms Water Treatment Plant, along with his staff did an exceptional job in achieving a monthly average fluoride level that is in the optimal range for twelve consecutive months during 2022.

Spartanburg Water has been committed to fluoridation for over 50 years. The latest studies from the CDC show that fluoridation prevents tooth decay

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in all age groups, not just children. Community water fluoridation has been recognized by the CDC as one of ten great public health achievements of the 20th Century. The CDC recommends water fluoridation as one of the most practical, cost-effective, equitable and safe measures a community can take to prevent tooth decay and improve oral health.

6. CITY OF SPARTANBURG – ECONOMIC DEVELOPMENT PARTICIPATION AGREEMENT

Spartanburg City Manager, Chris Story, will provide an update to the Commission on the Economic Development Participation Agreement.

AGENDA ITEMS 7-9 FINANCE AND PROCUREMENT

7. MONTHLY FINANCIAL REPORT

A financial summary of SWS expenditures and revenues for the twelve-month period ending June 30, 2024, and one-month period ending July 31, 2024, will be reviewed by the Chief Financial Officer.

8. CUSTOMER INFORMATION SYSTEM SOFTWARE UPGRADE

The Customer Information System (CIS) currently used was installed in 2016 and is due for an upgrade. The CIS software system, Advanced CIS Infinity, performs numerous functions including utility billing, accepts customer payments, stores meter readings, generates service orders and is the database that stores customer information. As part of the project, the field service mobile service order software will also be upgraded to a new product, ServiceLink. ServiceLink will continue to deliver mobile service orders to staff via an electronic tablet and offer additional features not offered with the current software. The implementation cost to perform the upgrade is as follows:

Professional services:	\$304,925
Software license:	<u>\$125,000</u>
Total project cost:	\$429,925

Annual recurring fees: \$176,469

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Management recommends the approval to upgrade the Customer Information System and associated mobile service order software in the amount of \$429,925. This project will be funded through capital funds as follows: SWS - \$257,955 and SSSD - \$171,970.

9. LANDSCAPE MAINTENANCE AT LAKES BOWEN AND LAKE BLALOCK

Bids were received on June 12, 2024, from vendors to provide landscape maintenance services at Lake Bowen Park and Lake Blalock Park. In addition to the maintenance of the bio-retention area at Lake Bowen, the scope of work includes weekly mowing, weed trimming, blowing off, and collection of leaves and other debris, mulching, and pruning and trimming of bushes and trees at both parks.

The request for bid was advertised in the local media and forwarded to prospective vendors. A pre-bid meeting was held and site visits conducted on May 29, 2024. The solicitation drew responses from three bidders. A tabulation of the bid responses is listed below. Costs shown represent annual totals for both parks.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Granite Hills Group Spartanburg, SC	\$51,880
35 Degrees North Landscape Spartanburg, SC	\$54,820
Heritage Land Management Spartanburg, SC	\$125,600

Management recommends the contract be awarded to the lowest responsive and responsible bidder, Granite Hills Group at the annual cost of \$51,880. The contract will be for an initial 12-month term with the option to renew for two additional 12-month terms. Funding will be provided from SWS operating funds.

AGENDA ITEMS 10-16 OPERATIONS

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10. MASTER SERVICES AGREEMENT FOR PROFESSIONAL SERVICES FOR CIVIL ENGINEERING, ENVIRONMENTAL AND REGULATORY CONSULTING SERVICES

On August 27, 2019, the Commission authorized the former Chief Executive Officer to enter into an agreement for professional services with AECOM. Spartanburg Water System (SWS) recently requested a proposal from AECOM to revise and renew an existing Master Services Agreement for professional services on an as-needed basis. AECOM is a firm which specializes in a wide variety of disciplines related to water and wastewater industries.

Due to their qualifications, experience, and familiarity with regulations applicable to Spartanburg Water’s facilities and systems, SWS desires to utilize AECOM for engineering, environmental and regulatory consulting services.

The proposed Master Services Agreement for professional services is based on a time and expense basis in accordance with an established schedule of fees and provides opportunities for consultant participation in the SWS Community Benefits Program.

Management recommends the Commission authorize the Chief Executive Officer to enter into a revised and renewed agreement with AECOM for professional civil engineering, environmental and regulatory consulting services.

11. PROFESSIONAL SERVICES FOR NON-REVENUE WATER ASSESSMENT

As part of a longer term strategic initiative focused on addressing raw water storage capacity of our three reservoirs (Lake Bowen, Municipal Reservoir #1, and Lake Blalock) additional focus should be centered on validating the daily volume of water treated at the Simms and Landrum water plants and sent to the distribution system including non-revenue water volumes. Our monthly key performance Indicators for “Non-Revenue Water” (non-revenue water was previously referred to as “unaccounted for water or Water Loss”) are tracked monthly by staff. At Spartanburg Water, non-revenue water as a percentage of monthly total treated water has been erratic over the past two years and data validity, testing methods and operational uses needs to be

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addressed. These metrics indicate a loss of nearly ¼ of all production in some months coming out of the Simms and Landrum Plant. Non-revenue water percentages under 10% in a system with aging infrastructure and over a thousand miles of linear assets in the ground, is highly unlikely unless there has been a significant focus on the topic area including testing and data validity. The American Water Works Association has abandoned the use of percentages and has instituted more consistent and reliable key performance indicators such as Real Loss (gallons of leakage) per service connection per day, and per mile of main. Our plan is to move towards these new industry standard indicators. For now, however our % based approach is showing the following trend:

Non-Revenue Water Metrics for Spartanburg Water

Year	Low Month	High Month	Average
2022	7.17%	22.89%	14.2%
2023	4.49%	18.81%	15.1%
2024 (YTD)	17.2%	23.5%	20.6%

Staff is recommending that we hire Cavanaugh & Associates, a nationally recognized engineering firm based in South Carolina that has been instrumental in redefining how utilities validate and focus on non-revenue water use over the past decade. Cavanaugh & Associates developed many of the audit formats utilized by AWWA and various state water utility groups to track and report non-revenue water usage and validity testing of data.

Staff would like to engage Cavanaugh & Associates through a professional services agreement that has two initial task(s). The first to be focused on policies and practices assessment and the second to be focused on AWWA M36 Manual Top-Down Water Audit with Level 1 Validation of data, flow measurement(s), and operational dependencies of treated water including blow offs within the system. This may be the first two tasks of a longer non-revenue water loss initiative but these first two tasks must be completed in order to determine if there are further steps to be taken to address non-revenue water reporting data and accuracy.

This engagement would be expected to kick off by the fourth calendar quarter of 2024 with a completion date for the study by 12/31/2024. There will be a small internal project team of Spartanburg Water employees also

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engaged with this initiative working with Cavanaugh & Associates. The cost of the engagement is as follows:

Professional Services Agreement - Cavanaugh & Associates

Task 1:

Policy/Practices Assessment..... \$22,500

Task 2:

AWWA M36 Top-Down Water Audit with Level Validation..... \$23,000

Total..... \$45,500

Staff is recommending hiring Cavanaugh & Associates for this non-revenue water project.

Information on Cavanaugh & Associates and Non-Revenue water are included with your packets.

12. WORK AUTHORIZATION FOR COMPLIANCE WITH AMERICA’S INFRASTRUCTURE ACT OF 2018

America’s Water Infrastructure Act of 2018 (AWIA) requires community water systems that serve more than 3,300 people to complete a risk and resilience assessment (RRA) and develop an emergency response plan (ERP). Spartanburg Water System completed an original RRA and comprehensive ERP in 2020 with the professional services of AECOM.

Every five years, EPA requires utilities to review the RRA and submit a recertification that the assessment has been reviewed and, if necessary, revised. The next recertification deadline cycle, as specified in law for systems that serve a population greater than 100,000, requires Risk and Resilience Assessment revision and recertification to EPA by March 31, 2025. In addition, Federal Law requires that water utilities develop or update an emergency response plan and certify completion to the EPA no later than six months after risk and resilience assessment certification (no later than September 30, 2025).

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An internal team of key staff recently met with AECOM’s Water Sector Risk and Resilience Leader to further explore the AWIA recertification process and solicit the development of a scope of work that satisfies all Federal AWIA requirements. The proposed Risk and Resilience Assessment (RRA) phase of the staff recommended work authorization with AECOM will evaluate an “all hazards” approach to water system vulnerabilities, threats and consequences from potential hazards.

Management recommends that the Commission authorize the Chief Executive Officer to negotiate and enter into a work authorization with AECOM to conduct a Risk and Resiliency Assessment of critical infrastructure as mandated by AWIA in an amount not to exceed \$89,000 without further authorization.

Funding for the Risk and Resiliency Assessment to be provided through operational funds.

13. DROUGHT STATUS UPDATE

Management will provide the Commission with an update related to drought conditions in South Carolina.

14. WATER QUALITY REPORT

Management will provide the Commission with an update on water quality and quarterly cost savings from the AO system.

15. UNION STREET WATER MAIN FAILURE – EMERGENCY PROCUREMENT

On July 9, 2024, at approximately 2:00 a.m., a 14" cast iron water main failed near 346 Union Street. The water loss was estimated at approximately 417,000 gallons. The water flow and pressure did extensive damage to the adjacent sidewalk as well as to the asphalt on Union Street near the break. The line was repaired and placed back in service on the same day. The sidewalk and street repairs were completed July 26, 2024. Total cost was \$43,460.

The above is provided as information to the Commission.

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16. VARIANCE REQUEST – 510 HILLSIDE DRIVE

On May 13, 2024, the adjoining property owner applied for a third personal watercraft (PWC) lift to be attached to the marine structure associated with 510 Hillside Drive. The adjoining property owner was issued two PWC lift permits on December 20, 2023 and the lifts have since been installed.

The addition of a third PWC lift would be in direct violation of two SWS policies. First, the Lake Bowen Policies and Procedures allows for no more than two personal watercraft lifts per marine structure. Second, the Lake Bowen Policies and Procedures limits the footprint of a marine structure to a 1,000 square foot maximum. The existing marine structure is already 950 square feet. A standard PWC lift is 5'x12', which is a total of 60 square feet. If approved the third PWC lift would increase the area of the beyond the 1,000 square foot maximum.

Management does not recommend approval of a third PWC lift.

AGENDA ITEMS 17-21 ENGINEERING

17. PROFESSIONAL SERVICES – LANDRUM WATER SYSTEM EVALUATION

Spartanburg Water owns and operates the Landrum Water Treatment Plant. The water treatment plant includes a steel and concrete ground storage tank/clearwell for the storage of potable water. A condition assessment is performed annually by Wiedeman and Singleton (W&S) of the steel 0.5 million gallon (MG) tank. W&S have recommended replacement of the roof for the steel tank. The concrete tank has a capacity of 0.29 million gallons and is not included in the condition assessment annually completed by W&S. Based on a recent interior cleaning of the concrete tank by others, it appears repairs of the concrete tank are needed. The two tanks provide water storage for distribution, contact time for disinfection, and are the source of water for treatment processes. Removing the tanks from service to perform the repairs may affect the operations of the water treatment plant. In order to define the potential impacts to the Landrum Water System, staff requested a two-phased proposal from Wiedeman & Singleton to evaluate short and long-term needs of the water supply for Landrum.

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The first phase, or short-term study, will evaluate the condition of the roof of the concrete tank and to recommend a plan to allow for the completion of the recommended repairs to the steel and concrete tanks. The proposal included the following tasks:

- History research to include the review of existing reports, drawings and inspections
- Complete evaluation of the roof of the concrete tank
- Clearwell tracer evaluation
- Development of plan for maintenance of the existing clearwells

The second phase, or long-term study, will explore and compare alternatives for the long-term water supply for Landrum. These alternatives include repairing and/or replacing the water tanks with continued operation of the water plant, and/or water supply from an alternative source. The alternate water source will be evaluated on a temporary basis to allow the repair/replacement of the existing tanks at the WTP, as well as a potential secondary source during drought conditions.

Management recommends awarding a professional services contract to Wiedeman & Singleton, Incorporated, on a cost plus basis, with a not to exceed amount of \$86,980 for both phases. Funding for the project will be from capital funds.

18. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – DELMAR COURT

Recently management received a request from a property owner on Delmar Court concerning the possibility of obtaining water service. Delmar Court is west of Pine Ridge Road and north of Delmar Road.

The water main extension consists of approximately 100 linear feet of 2-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

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quantity, and therefore, the project estimate is \$5,500. The property owner's participation cost is based on this estimate.

Management recommends Commission approve the above.

19. RECEIPT OF BIDS – UNION STREET WATERLINE IMPROVEMENTS

Bids were scheduled to be received on August 6, 2024, for the Union Street Waterline Improvements Project. The project is being funded by the South Carolina Infrastructure Investment Program (SCIIP), and consists of the installation of approximately 17,860 linear feet of 12-inch ductile iron pipe within the paved portion of Union Street, approximately 198 water service connections, and related appurtenances.

Eighteen contractors obtained the bid documents for the project. No bids were received. The Bid was advertised publically in the Herald-Journal, South Carolina Business Opportunities (SCBO) website, and on the Spartanburg Water website. Staff has discussed project concerns with several contractors and reviewed the bid documents based on their suggestions. The project will be re-advertised and bids are planned to be received on September 12, 2024.

20. 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 January 26, 2023.

A. Outside City Private Fire Service Agreements

(1) 4408 Highway 9 FS

Dunkin'/Five Guys, located at 4408 SC Highway 9 in Boiling Springs, wishes to connect a 6-inch water line to the Commission's 12-inch water line along SC Highway 9 to serve a private fire protection system for the above-mentioned restaurants. CHI-BSOP4, LLC wishes to enter into an agreement for this service.

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Annual Stand-by Revenue - \$223.16

(2) Pet Resource Center FS

Pet Resource Center, located at 1591 Southport Road in Spartanburg, wishes to connect a 6-inch water line to the Commission's 12-inch water line along Southport Road to serve a fire protection system, including two private hydrants, for the above-mentioned pet resource center. Spartanburg County wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$669.48

B. Inside City Water Main Extension Agreements

(1) Magnolia Street Townes

RBD Group Oz, LLC is developing Magnolia Street Townes located off Magnolia Street. This development will consist of 11 residential lots and approximately 240 linear feet of 4-inch water main. The developer will bear all costs.

C. Outside City Water Main Extension Agreements

(1) Everly Sections 5 and 6

Everly Development Group, LLC is developing Everly Sections 5 and 6 off Canaan Road. The development will consist of 341 residential lots, approximately 1,540 linear feet of 8-inch water main; 10,140 linear feet of 6-inch water main; 940 linear feet of 4-inch water main; 1,190 linear feet of 2-inch water main; and eight hydrants. SWS will participate in the off-site water main construction cost in accordance with the Water Main Extension Policy.

D. Encroachment Agreements

All paperwork, surveys, etc., have been completed and the encroachment agreement has been recorded.

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- (1) **Alfred Greene III and Julie Ann Eskridge**, dwelling encroachment on Lake Bowen.

21. PERMITS ISSUED AT THE RESERVOIR

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

LAKE BOWEN RESERVOIR

- (1) **Christopher Anthony Addonizio and Dawn Marie Addonizio**, desire to construct a hard pathway and replace a dock on Lake Bowen.
- (2) **Jason Ashmore**, desires to construct a personal watercraft lift on Lake Bowen.
- (3) **Robert Babb, R. David Babb Revocable Trust**, desire to construct a dock and replace a dock on Lake Bowen.
- (4) **Tim Bailey**, desires to construct a boat lift and replace a dock on Lake Bowen.
- (5) **Monette Santos Berman**, desires to construct a personal watercraft lift on Lake Bowen.
- (6) **Robert Ernst and Laura A. Ernst**, desires to construct boat lift and replace a dock on Lake Bowen.
- (7) **William P. Foster II, Sandra M. Foster, and Kristin F. Foster**, desires hard pathway and shoreline stabilization on Lake Bowen
- (8) **Arthur E. Heinmiller and Lynne Boggs**, desire to construct a personal watercraft lift on Lake Bowen.
- (9) **Lee Hodge**, desires to replace a dock on Lake Bowen.
- (10) **Pamela Johnson**, desires to stabilize the shoreline on Lake Bowen.

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- (11) **Dan Kosco**, desires to construct a boat lift and replace a dock on Lake Bowen.
- (12) **Viktor Kovalets**, desires to construct a personal watercraft lift on Lake Bowen.
- (13) **Charles W. Lowe, Jr.**, desire to construct a hard pathway on Lake Bowen.
- (14) **Joseph and Melynda Moss**, desire to replace a dock and construct a personal watercraft lift on Lake Bowen.
- (15) **Lee T. Scarborough and Cheryl C. Scarborough**, desire to construct a boat lift and replace a dock on Lake Bowen.
- (16) **Bryan Stevens (Kamalame, LLC)**, desire to construct a personal watercraft lift on Lake Bowen.
- (17) **Michelle Sullivan**, desires to stabilize the shoreline on Lake Bowen.
- (18) **Shawn A. Syhlman and Marina Syhlman**, desire to construct a boat lift and replace a dock on Lake Bowen.

LAKE BLALOCK RESERVOIR

- (1) **Cynthia Adcox**, desires to construct a boat lift on Lake Blalock.
- (2) **Alan Boatwright**, desires to replace a dock and construct a hard pathway on Lake Blalock.
- (3) **Kenneth James Boynton and Theresa L. Boynton**, desire to construct a dock and hard pathway on Lake Blalock.
- (4) **Stephen K. Bruner and Alana V. Bruner**, desire to replace a dock on Lake Blalock.
- (5) **Raymond W. Burcham and Brenda J. Burcham**, desire to replace a dock on Lake Blalock.

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- (6) **Jones M. & Carol L. Cooley, Jr**, desire to construct a boat lift on Lake Blalock.
- (7) **Marnee J. Dvorak and Cherrie Marie Dvorak**, desire to construct a hard pathway on Lake Blalock.
- (8) **Brian James Gray and Rheta Lee Gray**, desire to replace a dock on Lake Blalock.
- (9) **Caroline McKinley**, desires to replace a dock on Lake Blalock.

MUNICIPAL RESERVOIR 1

- (1) **Gloria D. Bush**, desires to construct a dock on Reservoir 1.

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

LAKE BOWEN RESERVOIR

- (1) **Albert A. Lacour, III, and Laura L. Lacour**, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (2) **Allison J. Leatherwood**, dock replacement, hard pathway, boat lift, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (3) **Alane S. Russell and Sophia Vivian Russell**, dock replacement on Lake Bowen.
- (4) **William P. Foster II, Sandra M. Foster, and Kristin F. Foster**, hard pathway and shoreline stabilization on Lake Bowen.
- (5) **Timothy Wayne Camp and Laura Broday Camp**, dock replacement, hard pathway, boat ramp, boat lift, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (6) **Jaime Cardozo**, boat ramp and shoreline stabilization on Lake Bowen.

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- (7) **Timothy G. Amsler and Angela R. Amsler, Trustees of the Amsler Revocable Trust**, boat ramp and shoreline stabilization on Lake Bowen.
- (8) **Rebecca L. Call and Timothy Robert Call**, dock replacement on Lake Bowen.
- (9) **Daniel L. Morris, Jr.**, dock replacement and shoreline stabilization on Lake Bowen.
- (10) **Paul R. Gaehring and Nancy K. Gaehring**, dock replacement and personal watercraft lift on Lake Bowen.
- (11) **Christopher Anthony Addonizio and Dawn Marie Addonizio**, hard pathway on Lake Bowen

LAKE BLALOCK RESERVOIR

- (1) **Jason S. Cobb and Sarah C. Stafford**, dock replacement on Lake Blalock.
- (2) **Paul F. Jenkins**, dock replacement on Lake Blalock.
- (3) **Philip Trent Wilson and Lisa Miller Wilson**, dock replacement on Lake Blalock.
- (4) **Alan Boatwright**, boat lift at Lake Blalock.
- (5) **Richard Sass**, dock replacement and hard pathway on Lake Blalock.
- (6) **Christopher Anthony Addonizio and Dawn Marie Addonizio**, hard pathway on Lake Blalock.

MUNCIPAL RESERVOIR #1

NONE

22. CHIEF EXECUTIVE OFFICE REPORT

23. REFERRALS

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24. ADJOURNMENT