

AGENDA

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

REGULAR MEETING

**Tuesday, March 21, 2023, 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. APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 28, 2023**
- 2. WORKERS' COMPENSATION INSURANCE RENEWAL**

Spartanburg Water's Workers' Compensation insurance renews annually on April 1. For the 2023 renewal, staff utilized the current agent, McGriff Insurance Services, to obtain quotes from insurance carriers on behalf of Spartanburg Water. The current policy is written through Amerisure at an annual cost of \$103,747.

The results of the quotes received are tabulated below:

Insurance Carrier	Annual Premium
Eastern Alliance	\$91,970
Amerisure	\$109,529
KeyRisk	\$121,900

Based on the pricing received, management recommends approval of the quote submitted by Eastern Alliance as the carrier for Workers' Compensation insurance at the annual premium cost of \$91,970.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, March 21, 2023

The Workers’ Compensation premium will be allocated as follows:
\$61,620 for SWS and \$30,350 for SSSD.

3. EMERGENCY RESPONSE COMMUNICATIONS AND 911 TOWER

The Commission of Public Works of the City of Spartanburg (“Commission”) along with Spartanburg County (“Tenant”), have been working to complete an intergovernmental agreement that will permit an Emergency Response Communications and 911 Tower, constructed, owned and operated by the Tenant, to be placed on Commission owned property that borders Reservoir #1; specifically a .07 acre plot of land within the physical address of 2290 Rainbow Lake Road, Boiling Springs, SC 29316, Tax Map No.: 2-23-00-019.00.

The intergovernmental agreement incorporates all covenants that management deemed appropriate to protect Commission real property, Commission personal property, the Public Water Shed, and future unrelated use of the Emergency Response Communications and 911 Tower by Tenant. This intergovernmental agreement has been fully vetted through the Commission’s legal counsel and the following Covenants are highlighted for the Commissions review.

Area to be leased

by Tenant .07 acres within Tax Map No.: 2-23-00-019.00

Initial Term of

Lease Thirty (30) Years beginning April 1, 2023 thru March 31, 2053

Renewal Term

Two (2) subsequent auto-renewing periods of ten (10) Years

1st Subsequent Term April 1, 2053 - March 31, 2063

2nd Subsequent Term April 1, 2063 - March 31, 2073

Rent to Tenant

\$1.00 per annum

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, March 21, 2023

Use of Premises

By Tenant

Restricted by Commission to “disaster response communications and emergency response communications, including 911 emergency communications (“permitted uses”). Tenant shall use the leased premises or communications tower for no other purposes except the permitted uses”.

**Use of Tower by
Commission**

Tenant agrees to reserve appropriate physical space on the Communications Tower and Lease Premises for Commission communication equipment, and further provide preventative maintenance assistance for up to six (6) Commission owned handheld radios and two (2) Commission owned boat mounted radios during the Term of the Lease.

This proposed partnership between the Commission of Public Works of the City of Spartanburg and Spartanburg County in the construction of this Emergency Response and 911 Tower, will improve emergency response coverage for Spartanburg County residents in an area that currently has black out zones and lack of proper coverage due to the existing natural topography.

A red-lined version of the intergovernmental agreement with additional inclusions, the final intergovernmental agreement as well as satellite maps indicating the physical location of the proposed Tower are included for Commission review.

After careful discussions, site and plan review, and covenant inclusions, management is recommending that the Commission of Public Works of the City of Spartanburg approve the intergovernmental agreement between the Commission and Spartanburg County with an initial term of April 1, 2023 through March 31, 2053.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, March 21, 2023

4. APPOINTMENT OF SECRETARY-TREASURER

The Chief Financial Officer for the Commission of Public Works of the City of Spartanburg (SWS) also holds the responsibility/title of Secretary-Treasurer for the Commission of Public Works of the City of Spartanburg. The primary responsibilities of the Secretary-Treasurer of the SWS are to approve the minutes for record keeping, attest to the signatures of the Chief Executive Officer and the Chairperson of the SWS on various documents and agreements. In addition, with public bond closings, incumbency certificates are included in the final bond documents, which include the service, appointment or election of current members of the Board of Commissioners, the Chief Executive Officer and the Secretary-Treasurer of the Commission.

In light of the incumbent Chief Financial Officer/Secretary-Treasurer of the SWS retiring effective March 31, 2023, SWS Chief Executive Officer, Guy Boyle; is requesting that the Commission approve the Chief Operating Officer, a position currently held by Mr. Robert Walden, to fulfill the role of Secretary-Treasurer of the SWS until such time that a new Chief Financial Officer is named for the SWS.

5. CONTRACT EXECUTED BY THE CHIEF EXECUTIVE OFFICER FOR PROFESSIONAL SERVICES

A professional services engagement has been executed by the Chief Executive Officer with the Raftelis Group - a utility sector consultant, who will review and update water and sewer Rate Models for Fiscal Year 2024 and beyond for the Commission of Public Works of the City of Spartanburg, and the Spartanburg Sanitary Sewer District. The engagement will start in March 2023 and will include data collection and review, updating of water and sewer models, preparing recommendations, and working with the CEO on final strategy and planning. The cost of the engagement is \$19,380 for professional services. Costs shall be allocated \$9,690 to SWS and \$9,690 to SSSD.

The above is provided as information to the Commission.

6. WATER QUALITY REPORT

Management will provide an update to the Commission on water quality.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, March 21, 2023

7. 319 GRANT FUNDED LAKE BOWEN STORMWATER OUTFALLS PROJECT – CONSTRUCTION SERVICES

Proposals were received January 26, 2023, for construction services to install stormwater best management practice (BMP) structures at five locations adjacent to Lake Bowen. The project will address sediment laden and impervious surface runoff that negatively impacts the lake. The locations were initially identified in the 319 Grant, which was awarded to Spartanburg Water to improve stormwater quality discharging into Lake Bowen.

Construction firms were requested to provide proposals that included information on similar previous experience, schedule, references, and a lump sum bid for each location. The proposals were evaluated using a weighted scoring matrix on the above listed information. The evaluation and scoring of the proposals were conducted by an evaluation team.

Because of the anticipated cost, the Request for Proposal was advertised publically in the Herald-Journal, SCBO as well as our website. Bid information was distributed to 12 contractors. Two proposals were submitted and evaluated.

Proposals were received from the following firms:

- HGS, LLC dba RES Environmental Operating Company, LLC
Raleigh, NC
- BWC Contracting, Inc.
Gaffney, SC

The highest scoring proposal was submitted by RES Environmental Operating Company, LLC. This firm provided a more detailed description of current workload and previous experience in their proposal than the other firm. Based on the weighted matrix score, management recommends the award of the construction services for the Lake Bowen Stormwater Outfalls Project to RES Environmental Operating Company, LLC in the amount of \$271,263.25.

The project will be funded with 319 Grant funding and capital funding.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, March 21, 2023

8. RESERVOIR MANAGEMENT ENFORCEMENT CASES RESOLVED BY THE WATERSHED MANAGEMENT DEPARTMENT

Management will brief the Commission on the number of Reservoir enforcement cases resolved at the staff level by the Watershed Management Department since the beginning of 2022.

9. RECEIPT OF BIDS – 2023 PARTICIPATION PROJECT BUNDLE #1

Bids were received on March 15, 2023, for the 2023 Participation Project Bundle #1. The project consists of the installation of approximately 1,500 linear feet of 8" ductile iron pipe along Hummingbird Lane.

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

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Lowry Utilities LLC Gaffney, SC	\$133,130
Payne, McGinn and Cummins, Inc. Travelers Rest, SC	\$151,480
Two Brothers Utilities, LLC Shelby, NC	\$157,014
HRH Engineering & Construction Services Chesnee, SC	\$190,800
Garawco Inc. Rock Hill, SC	NO BID
Harper Corporation Greenville, SC	NO BID

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, March 21, 2023

Harrison & Son Contractors, Inc. Woodruff, SC	NO BID
Long & Sons Utility Simpsonville, SC	NO BID
TP Howard’s Plumbing Co. Inc. Fairview, NC	NO BID
Engineer’s Estimate	\$200,000

Management recommends awarding the contract to the lowest responsive bidder, Lowry Utilities, of Gaffney, SC for the amount of \$133,130.

This project will be funded partially by outside participation fees in accordance with the SWS Participation Policy and SWS capital funds.

10. 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 Agreement

(1) Converse Mill Lofts FS

Converse Mill Lofts, located at 200 High Street in Spartanburg, wishes to connect an 8-inch water line to the Commission’s 12-inch water line along East Main Street Extension to serve a private fire protection system, including four private hydrants, for the above-mentioned apartment complex. Re-Imagine Converse Mill, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$1,368.16

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, March 21, 2023

B. Inside City Water Main Extension Agreements

(1) South Daniel Morgan Avenue Extension

Clement Storage III, LLC is developing 360 South Daniel Morgan Avenue. This development will consist of one commercial lot, and approximately 318 linear feet of 6-inch water main. The developer will bear all costs.

C. Outside City Water Main Extension Agreements

(1) Briarwood Reserve

Mark III Properties is developing Briarwood Reserve located off of Zion Hill Road. This development will consist of 109 residential lots, approximately 853 linear feet of 8-inch water main; 2,544 linear feet of 6-inch water main; 708 linear feet of 4-inch water main; and four hydrants. The developer will bear all costs.

(2) Ravencrest

Mark III Properties, LLC is developing Ravencrest located off of Canaan Road. This development will consist of 276 residential lots, approximately 7,960 linear feet of 6-inch water main; 1,380 linear feet of 4-inch water main; 835 linear feet of 2-inch water main; and eight hydrants. The developer will bear all costs.

11. 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.

(1) Jesse R. Freeman, desires to replace a dock on Lake Blalock.

(2) Flynnnerprise, LLC, desires to construct a boat lift and replace a dock on Lake Bowen.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, March 21, 2023

- (3) **David Grayshock**, desires to construct a dock and stabilize the shoreline on Lake Bowen.
- (4) **Timothy B. Lawrence**, desires to construct a boat lift and personal watercraft lift on Lake Bowen.
- (5) **Sergey Manzik**, desires to desires to construct a dock on Lake Bowen.
- (6) **Judy L. Waldrop**, desires to replace a dock and construct a boat lift on Lake Bowen.
- (7) **Wanda O. Wofford**, desires to replace a dock on Lake Bowen.

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

- (1) **Thomas F. Eberhard and Marcy Marie Eberhard**, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.
- (2) **Viktor Kovalets**, boat ramp on Lake Bowen.
- (3) **Montanari Properties, LLC**, boat ramp and dock replacement on Lake Bowen.

12. CHIEF EXECUTIVE OFFICER REPORT