

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, September 29, 2015, at 3:00 p.m.

Copies of the agenda were forwarded to the following news media: 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.

Commissioners present were Ms. Bilanchone, Mr. Littlejohn, and Mr. Montgomery. No one was absent.

The meeting was opened with the following statement:

This is a regular meeting of The Commissioners of Public Works of the City of Spartanburg, SC. Written notice of the date, time, and place for this meeting, along with the agenda, has been posted on the bulletin board, and copies forwarded to local and nearby news media, at least 24 hours prior to this meeting.

1. **APPROVAL OF MINUTES OF REGULAR MEETING OF AUGUST 25, 2015**

Mr. Littlejohn moved and Mr. Montgomery seconded the motion to approve the minutes as written. The motion passed unanimously.

2. **MONTHLY FINANCIAL REPORT**

Newt Pressley presented a financial summary of SWS expenditures and revenues for the two-month period ending August 31, 2015. An explanation was provided for the favorable and unfavorable budget variances.

3. **PROFESSIONAL SERVICE AGREEMENTS FOR OUTSIDE LABORATORY SERVICES**

Laboratory Services utilizes select outside vendors to perform a variety of required analytical and consulting services to meet regulatory monitoring requirements and evaluate water quality conditions over a variety of programs. These professional services include analytical testing for parameters in which the Water Quality Laboratory is currently not certified or does not have the technical capability, and associated consulting. Services include sampling and monitoring design, result interpretation and historical evaluation/trending, regulatory and reporting services, and event characterization. The following vendors are proposed to be utilized for the next three years. The performance will be reviewed by Laboratory Services on an annual basis.

Rogers and Callcott Environmental: General analytical, engineering, and consulting services to support drinking water, wastewater, biosolids, groundwater, and watershed monitoring.

Shealy Consulting: Toxicity testing, biological assays, investigations, special consulting, and regulatory services.

Eurofins/Eaton Analytical: Taste and Odor analysis, Disinfection By-Products, general analytical services and special studies.

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General Engineering: Radiological and specialized sampling and associated analytical consulting.

A&L Laboratories: Biosolids analysis and special characterizations.

ASI Laboratories: Cryptosporidium and Giardia analysis, biological consulting, program design, and regulatory consultation.

Management recommended the use of selected vendors for professional services for this contract. The services are estimated to be \$130,000 annually. This is to be paid out of existing SWS operational funds.

Mr. Montgomery moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to use the above selected vendors for professional services at an estimated cost of \$130,000 annually. The motion passed unanimously.

4. BIDS FOR DUCTILE IRON PIPE

Bids were received on September 8, 2015, from suppliers to furnish ductile iron pipe to the Spartanburg Water System as needed for repair, maintenance, and construction projects over for a 12-month term. The scope of the bid solicitation included eight sizes of pipe, (3", 4", 6", 8", 10", 12", 14", 16") in three categories, including mechanical joint, slip joint, and restraining thrust ring pipe. Annual quantities were estimated for bidding purposes and are based on historical data. The primary objective of the bid was to secure firm unit cost pricing for the desired 12-month term.

The request for bid was advertised in the local media and on the website. Invitations were forwarded to prospective suppliers representing three manufacturers (American, McWane, and US Pipe). A tabulation of the responses is listed below. The costs are represented in annual totals, based on the estimated annual quantities for the initial 12-month term, with two optional renewal terms. Orders will be placed as required, and actual quantities purchased will vary depending on need and construction schedules.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
*Southern Utility Supply (McWane) Greenville, SC	\$690,206
Fortiline Waterworks (US) Greenville, SC	\$740,329
Ferguson Waterworks (American) Anderson, SC	Non-responsive

*Southern Utility Supply is the current provider and an MWBE certified vendor.

The bid results were tabulated by the Purchasing staff and verified by the Engineering Department as to meeting SWS specifications.

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Management recommended an award be granted to Southern Utility Supply based on their lowest responsive bid in the amount of \$690,206. Funding will be provided from a combination of SWS operating and capital project funds depending on the application.

Mr. Littlejohn moved and Mr. Montgomery seconded the motion to approve management's recommendation that an award be granted to Southern Utility Supply based on their lowest responsive bid in the amount of \$690,206. The motion passed unanimously.

5. PARTNERSHIP WITH SPARTANBURG COMMUNITY COLLEGE

Spartanburg Community College and Spartanburg Water System are partnering on the creation of an outdoor learning lab for horticultural students with the installation of a Water Wise Garden using xeriscape principles. The plant material will be installed on both sides of New Cut Road near the entrance of the college. Horticulture students will install the plant material and the learning lab will also be open to the public.

Spartanburg Water System will provide a grant of \$32,000 to Spartanburg Community College for the project, which will include plant material, signage, irrigation, and related materials.

Management recommended that the Commission approve the partnership with SCC and grant for the installation of an outdoor learning lab, with funding to be provided by the operating budget.

Ms. Schneider noted that SWS has the opportunity to partner with SCC for an outdoor learning lab for horticultural students on the installation of a Water Wise Garden using xeriscape principles. The learning lab will be open to the public.

Mr. Littlejohn moved and Mr. Montgomery seconded the motion to approve management's recommendation for a partnership with SCC and provide a \$32,000 grant for the installation of an outdoor learning lab. The motion passed unanimously.

6. MATHIS DAIRY ROAD WATERLINE EXTENSION PROJECT - SUMMARY CHANGE ORDER

The Mathis Dairy Road Waterline Extension Project is now complete. The project was installed by Davis Grading, Inc., from Shelby, NC and included installation of approximately 1000 linear feet of 6-inch ductile iron water main and 980 linear feet of 4-inch water main. The project provided a public water supply to the residents of Mathis Dairy Road, due to testing by SCDHEC which showed low levels of contamination in several wells supplying water to the area.

Change Order #1 was an increase of \$1,694.71 for additional work needed to tie the new waterline to the existing waterline. This change order was executed as per current water system policy.

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Change Order #2 was the Summary Change Order for a \$2,482.00 decrease to the contract price for adjustment of the unit quantities based on actual work done. This change order was executed as per current water system policy.

The financial summary of the project is as follows:

Project Contract	\$ 93,347.00
Change Order #1	\$ 1,694.71
Change Order #2	<u>\$ (2,482.00)</u>
Final Contract Amount	\$ 92,559.71

The above was provided as information to the Commission.

7. OUTSIDE CITY WATER MAIN EXTENSION – RIVEROAK ROAD 2015

The above-mentioned project, which consists of approximately 450 LF of 12-inch water main and one hydrant, is consistent with the SWS Participation Policy. It will be billed at the outside city rate plus surcharge until such time as the full local share is recovered.

Management recommended Commission approve the above.

Mr. Montgomery moved and Mr. Littlejohn seconded the motion to approve management’s recommendation for the outside city water main extension for Riveroak Road. The motion passed unanimously.

8. 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 July 11, 1989.

A. Outside City Private Fire Service Agreements

(1) Becknell Services, LLC

Becknell-Wingo 175K Speculative Facility located at 2781 New Cut Road in Spartanburg, SC wishes to connect a 10-inch water line to the Commission’s 12-inch water line along Wingo Corporate Drive to serve a private fire protection system, including three private hydrants, for the above-mentioned commercial enterprise. Becknell Services, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$1,309.76

(2) Rite Aid

Rite Aid located at 789 Flatwood Industrial Drive in Spartanburg, SC wishes to connect an 8-inch water line to the Commission’s 8-inch water line along Flatwood Industrial Drive to serve a private fire protection system, including seven private hydrants, for the above-

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mentioned commercial enterprise. Flatwood Farms I, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$1,750.52

B. Lake Agreements

All fees have been paid on the following lake agreements, and there are no encroachments to sign.

- (1) **Harold C. Williams** desires to construct a dock, hard pathway, boat lift, and irrigation system on Lake Blalock.
- (2) **Ronald L. Greene and Sandra C. Greene** desire to replace a dock on Lake Bowen.
- (3) **Thomas G. and S. Dawn Tolbert** desire to replace a dock on Lake Bowen.
- (4) **Robert J. Calloway and Jennifer L. Calloway** desire to construct a personal watercraft lift and manage trees and vegetation on Lake Bowen.
- (5) **Dorothy Hatley** desires to replace a dock on Lake Bowen.
- (6) **Loretta C. Johnson** desires to replace a dock on Lake Bowen.

9. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

- A.** Ms. Schneider noted that Lake Sweep was held on September 19 at Lake Bowen with a total of almost 20,000 pounds collected. The amount collected has trended down over the past few years. There were approximately 250 volunteers that participated. Ms. Schneider complimented the Watershed Management Section for doing such a great job coordinating this event. SWS also supported the Lake Blalock property owners with their clean-up around Lake Blalock, as well as sponsored a clean-up along the Pacolet River in the Clifton community.
- B.** Ms. Schneider informed the Commission that the Water Matters Citizens Academy will begin on October 6, 2015. The class consists of 24 members of the community that will attend six classes and a field trip.
- C.** Ms. Schneider stated that SWS has participated in several different Choose Tap events within the last month. One event was at the Hampton Heights Neighborhood Association meeting, another event was the Community Indicators Project for the presentation of the Natural Environmental Coalition held at the library. SWS just partnered with School District 7 for the installation of two water bottle refill stations. Spartanburg High School will place one refill station outside the cafeteria and one in the athletic area. The stations are

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ordered, but not installed yet. Ms. Schneider noted that Chad Lawson had worked very hard on this partnership.

- D.** Ms. Schneider provided the Commission with an update on the taste and odor complaints regarding Methyl-Isoborneol (MIB).

Meeting adjourned at 2:46 p.m.

G. Newton Pressley
Secretary-Treasurer

tbh