

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, May 24, 2016, 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. Viney, 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 APRIL 19, 2016 AND WORK SESSION MEETING OF APRIL 20, 2016

Mr. Littlejohn moved and Ms. Viney 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 nine-month period ending March 31, 2016, and 10-month period ending April 30, 2016. An explanation was provided for the favorable and the unfavorable budget variances.

The above was provided as information to the Commission.

3. PUBLIC HEARING FOR PROPOSED FY 2016-2017 OPERATING BUDGET

A public hearing was held by the Commission to allow input regarding the proposed FY 2016-2017 operating budget.

Mr. Littlejohn moved and Ms. Viney seconded the motion to open the public hearing regarding the proposed FY 2016-2017 operating budget. The motion passed unanimously.

Mr. Montgomery noted, as required by State Law, management has advertised the public hearing at least 15 days prior to this meeting date.

There were no comments from the public.

Mr. Littlejohn moved and Ms. Viney seconded the motion to close the public hearing. The motion passed unanimously.

4. DISCUSSION/APPROVAL OF PROPOSED FY 2016-2017 OPERATING BUDGET

Management requested approval of the proposed FY 2016-2017 operating budget.

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Ms. Viney moved and Mr. Littlejohn seconded the motion to approve the proposed FY 2016-2017 operating budget. The motion passed unanimously.

5. CONSTRUCTION SERVICES FOR HYPOLIMNETIC OXYGENATION SYSTEMS PROJECT IN LAKE BOWEN AND RESERVOIR #1

Proposals were received on May 10, 2016, for construction of the Hypolimnetic Oxygenation Systems Project in Lake Bowen and Reservoir #1.

Throughout the year water quality varies within these water bodies. The hypolimnetic oxygenation system will deliver a constant feed of liquid oxygen through a strategically placed piping system along the bottom of Lake Bowen and Reservoir #1 to provide enhanced water quality.

The project team coordinated a Request for Qualifications process to identify potential qualified contractors. Three responses were received and evaluated. All three contractors were prequalified and a Request for Proposal was released on April 15, 2016. The solicitation drew three acceptable responses. The proposals were evaluated using a weighted scoring matrix. The matrix rated the suppliers' (1) Approach and Strategy, (2) Project Schedule, (3) Cost, (4) MWBE Utilization, and (5) Community Benefit Program. The evaluation and scoring of the proposals was conducted by a five member evaluation committee in a group discussion forum. A tabulation of the responses is listed below.

Vendor	Cost
Wharton-Smith, Inc., Construction Group Charlotte, NC	\$3,090,000
Harper Corporation Greenville, SC	\$3,525,000
Crowder Construction Company Greenville, SC	\$3,547,900

The highest scoring proposal was submitted by Wharton-Smith, Inc., Construction Group.

Based on the results of their response and matrix score, management recommended approval of an award to Wharton-Smith, Inc., Construction Group for construction of the Hypolimnetic Oxygenation Systems Project for a total cost of \$3,090,000. This project is being funded through bond funds.

Mr. Montgomery asked the status of the design and implementation. Ken Tuck stated the project is progressing very well, with a possible early completion date.

Mr. Montgomery asked if there will be large tanks at the Lake Bowen and Reservoir #1 dams. Mr. Tuck confirmed that there would be.

Ms. Viney asked if the price has remained the same. Mr. Tuck noted that the project is currently below budget.

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Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to award the contract to Wharton-Smith, Inc., Construction Group for construction of the Hypolimnetic Oxygenation Systems Project. The motion passed unanimously.

6. LIQUID OXYGEN SUPPLIER FOR HYPOLIMNETIC OXYGENATION SYSTEMS PROJECT IN LAKE BOWEN AND RESERVOIR #1

Proposals were received on May 10, 2016, for supply of liquid oxygen (LOX) for the Hypolimnetic Oxygenation Systems Project in Lake Bowen and Reservoir #1.

Throughout the year water quality varies within these water bodies. The hypolimnetic oxygenation system will deliver a constant feed of liquid oxygen through a strategically placed piping system along the bottom of Lake Bowen and Reservoir #1 to provide enhanced water quality.

A Request for Proposal was released on April 15, 2016. The solicitation drew four acceptable responses. The proposals were evaluated using a weighted scoring matrix. The matrix rated the suppliers' (1) Approach and Strategy, (2) Project Schedule, (3) Equipment and Shop Drawings, (4) Pricing, (5) MWBE Utilization, and (6) Community Benefit Program. The evaluation and scoring of the proposals was conducted by a five member evaluation committee in a group discussion forum. A tabulation of the responses is listed below.

LOX Supplier	3-Year Contract Cost
Linde LLC Charlotte, NC	\$613,208
Praxair Camden, SC	\$645,996
Air Products Tampa, FL	\$744,794
Airgas Charlotte, NC	\$855,838

The highest scoring proposal was submitted by Linde LLC.

Based on the results of their response and matrix score, management recommended approval of an award to Linde LLC for the LOX supply for the Hypolimnetic Oxygenation Systems Project at a total 3-year contract cost of \$613,208. Funding will be provided through the operating budget.

Mr. Montgomery asked if the Reverse Auction process was used for these bids. Mr. Tuck replied that the procurement process used was a proposal based approach.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to award the contract to Linde LLC for the LOX supply for the Hypolimnetic Oxygenation Systems Project at a total 3-year contract cost of \$613,208. The motion passed unanimously.

7. PAVING AT LAKE BOWEN PARK

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Bids were received on May 13, 2016, for the repair and resurfacing of the paved area at Lake Bowen Park. Due to the age of the current asphalt and increased traffic at the park, the driveways and parking areas are in need of attention. The scope of work calls for the asphalt resurfacing of roughly 11,000 square yards of area at the park, as well as, the repair of specified areas in need and the installation of new asphalt in parking areas that are currently gravel.

Invitations to bid were forwarded to prospective bidders and advertised in the local media. The solicitation drew four responses. A tabulation of the responses is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Bird Paving Inman, SC	\$139,550
Bennett Paving Roebuck, SC	\$154,739
Panagakos Asphalt Paving Greenville, SC	\$264,206
Ashmore Brothers, Inc. Greer, SC	No Bid

Management recommended an award be granted to Bird Paving based on their lowest responsive bid of \$139,550. Funding will be provided through the SWS depreciation budget.

Mr. Tuck briefed the Commission on the repair and resurfacing of the paved area at Lake Bowen Park.

Mr. Montgomery asked when this project would take place. Mr. Tuck stated the project is scheduled for June, to be completed prior to the July 4 holiday.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to award the bid to Bird Paving based on their lowest responsive bid of \$139,550. The motion passed unanimously.

8. C&D BOILER AND WATER HEATER REPLACEMENT

Proposals were received on May 16, 2016, for the replacement of the boiler and hot water heater with higher efficiency units for the C&D Building. These appliances are original to the building and are nearing the end of their useful life. Due to their age, replacement parts are not readily available. Requests for proposals were sent to prospective bidders and advertised in the local media. A pre-bid meeting was held on May 5, 2016, with an opportunity for prospective bidders to inspect the units to be replaced and ask any questions. Proposals were submitted by three companies. A tabulation of the responses is listed below.

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<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Total Comfort Solutions Greenville, SC	\$33,162
Davis Services, Inc. Spartanburg, SC	\$38,625
W.N. Kirkland, Inc. Spartanburg, SC	\$43,088

The proposals were evaluated using a weighted scoring matrix. The matrix rated the suppliers' (1) Qualifications, (2) Technical Competency, (3) Cost, (4) Schedule, (5) MWBE Utilization, and (6) Community Benefit Program.

Management recommended that an award be granted to Total Comfort Solutions in the amount of \$33,162 based on their highest scoring proposal. Funding for this project will be provided through the SWS depreciation fund.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to award the bid to Total Comfort Solutions in the amount of \$33,162 based on their highest scoring proposal. The motion passed unanimously.

9. PREVENTATIVE MAINTENANCE AGREEMENT FOR LABORATORY SERVICES

Laboratory Services Section maintains a Preventative Maintenance Agreement (PMA) for the Laboratory Information Management System (LIMS) software program. Perkin Elmer, the current sole source service provider, recently sold all rights associated with the software support program creating a competitive environment.

Staff requested quotes from the two available maintenance and support service providers for the annual PMA services and received the following quotes:

<u>SERVICE PROVIDER</u>	<u>QUOTE</u>
Astrix Technology Group	\$16,900
Labworks, LLC.	\$20,943

Management recommended the approval of Astrix Technology Group as the maintenance and support service provider for the annual LIMS PMA for a total cost of \$16,900. Funding will be provided through the Laboratory Services Section operating budget, with cost shared 50% between SWS and SSSD for an amount not a exceed \$8,450 for each company.

Mr. Littlejohn moved and Ms. Viney seconded the motion to ratify the action taken in the SSSD meeting to approve Astrix Technology Group as the maintenance and support service provider for the annual LIMS PMA for a total cost of \$16,900, with cost shared 50% between SWS and SSSD for

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an amount not a exceed \$8,450 for each company. The motion passed unanimously.

10. OUTSIDE CITY WATER MAIN EXTENSION – 301 COURTNEY LOUISE LANE

The above-mentioned project, which consists of approximately 250 LF of 3-inch water main, 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. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation for the outside city water main extension for 301 Courtney Louise Lane. The motion passed unanimously.

11. 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 Water Main Extension Agreements

(1) Wofford College Richardson Indoor Stadium Water Line Extension

Wofford College proposes to install approximately 1,600 LF of 12-inch water main to serve the new Richardson Indoor Stadium located on Cummings Street in Spartanburg. The developer will bear all costs.

B. Inside City Private Fire Service Agreements

(1) Lidl Grocery, Eastside

Lidl Grocery located at 2200 E. Main Street in Spartanburg, SC, wishes to connect an 8-inch water line to the Commission's 12-inch water line along E. Main Street to serve a private fire protection system, including 2 private hydrants, for the above-mentioned retail grocer. Lidl US, LLC., wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$527.92

C. Outside City Private Fire Service Agreements

(1) Mary Black Medical Office

Mary Black Medical Office located at 575 Ingles Drive in Inman, SC wishes to connect a 6-inch water line to the Commission's

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12-inch water line along Mudd Creek Road to serve a private fire protection system for the above-mentioned medical office facility. APPIAN-BBW I, LLC., wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$191.72

(2) Elite Senior Daycare FS

Elite Senior Daycare located at 2000 Bud Arthur Bridge Road in Spartanburg, SC wishes to connect a 6-inch water line to the Commission's 8-inch water line along Bud Arthur Bridge Road to serve a private fire protection system for the above-mentioned senior daycare facility. Elite Home Care wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$191.72

D. Lake Agreements

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

- (1) Dwayne E. and Tammy Pruitt** desire to replace a dock on Lake Bowen.
- (2) Marcus Schall and Leslie M. Schall** desire to construct a boat lift on Lake Bowen.
- (3) Kelly B. Harmon** desires to replace a dock on Lake Bowen.
- (4) Richard W. and Barbara H. Davenport** desire to construct a boat lift on Lake Bowen.
- (5) Todd D. and Rae Fuller Danielson** desire to construct a boat lift on Lake Bowen.
- (6) Barbara Whitmore Burns** desires to construct a boat lift on Lake Bowen.
- (7) Richard R. Blake** desires to replace a dock on Lake Bowen.
- (8) Mike K. and Rita S. Varner** desire to construct a boat lift and replace a dock on Lake Bowen.
- (9) Lewis D. White, Jr.** desires to construct a dock on Lake Bowen.
- (10) Jon Backman** desires to construct a boat lift and replace a dock on Lake Bowen.

The above was provided as information to the Commission.

12. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

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- A.** Mr. Pressley stated, in accordance with the Audit Policy for Spartanburg Water, an Audit Reviewer will need to be designated. Mr. Montgomery appointed Mr. Littlejohn. Mr. Pressley advised Mr. Littlejohn that Trish Heatherington will contact him to set up a meeting with the auditor in June.

- B.** Ken Tuck briefed the Commissioners on the 2016, 5th Annual Paddle Fest. Mr. Tuck noted there were approximately 150 participants, and 15 booths by non-profits or vendors. It was a fun event and a great opportunity to educate the community about the watershed.

Meeting adjourned at 2:51 p.m.

G. Newton Pressley
Secretary-Treasurer

tbh