AGENDA

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

REGULAR MEETING

Tuesday, November 30, 2010, 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 on the bulletin board, 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, WSPG 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 OCTOBER 19, 2010

2. MONTHLY FINANCIAL REPORT

   Newt Pressley will present a financial summary of SWS expenditures and revenues for the four-month period ending October 31, 2010.

3. AWARDS

   Spartanburg Water System received the Spartanburg Chamber Economic Champion Award in November.

4. RETIREE SUPPLEMENTAL INSURANCE

   Current Spartanburg Water retirees who are 65 and over are covered on a Medicare Supplement Insurance Plan provided by Benistar that includes prescription coverage. The plan renews in January 2011. This year’s renewal cost reflects an average increase of 2.88% and assumes that a retiree electing to use this insurance will contribute the same percentage for the insurance coverage that an active employee provides to his or her health insurance costs.
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The increase in Retiree Supplemental Insurance for FY11 will be $3250 for SWS and $1393 for SSSD. Funding for the Retiree Supplemental Insurance will be provided through the Human Resources operations budget.

Staff recommends renewing with Benistar for the Retiree Supplemental Insurance Plan.

5. **BID FOR FACILITIES MOWING, GRASS ROUTES**

Bids were received on November 8, 2010, for furnishing contractor services to mow and maintain selected SWS facilities. Invitations to bid were forwarded to nine prospective bidders. A tabulation of bids follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>City, State</th>
<th>Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phillips Lawn Care</td>
<td>Gaffney, SC</td>
<td>$9,050.00</td>
</tr>
<tr>
<td>Green and Clean Services</td>
<td>Cowpens, SC</td>
<td>$12,730.56</td>
</tr>
<tr>
<td>Crowe Lawn Care</td>
<td>Spartanburg, SC</td>
<td>$13,361.11</td>
</tr>
<tr>
<td>Palmetto Management</td>
<td>Chesnee, SC</td>
<td>$14,354.11</td>
</tr>
<tr>
<td>M&amp;D Outdoor Services</td>
<td>Inman, SC</td>
<td>$15,046.30</td>
</tr>
<tr>
<td>Trotter’s Quality Lawn Care</td>
<td>Spartanburg, SC</td>
<td>$15,177.78</td>
</tr>
<tr>
<td>S&amp;S Maintenance</td>
<td>Pauline, SC</td>
<td>$21,481.48</td>
</tr>
<tr>
<td>Paver Installations</td>
<td>Spartanburg, SC</td>
<td>$31,291.67</td>
</tr>
<tr>
<td>Scruggs Lawn Service</td>
<td>Chesnee, SC</td>
<td>$54,166.67</td>
</tr>
</tbody>
</table>
Based on the results of bid evaluations and contractor interviews, management recommends approval of an award to Phillips Lawn Care for the Water System facilities in the amount of $9,050, which will be paid at a rate of $754.17 per month.

Funding is provided in the operating budget.

6. PROFESSIONAL SERVICES AGREEMENT FOR CORMIX MIXING ZONE STUDY

SCDHEC has re-issued the General NPDES Permit for Water Plant Discharges. The newly issued permit will require toxicity limits at the R. B. Simms water treatment plant. In order to receive the most attainable limits, the outfall is being relocated and a mixing zone study is required.

In the past, staff utilized the services of B. P. Barber and Associates to perform Cormix Mixing Zone studies at Spartanburg Water facilities and serve as a liaison between SWS and SCDHEC.

Management recommends the approval of a professional services agreement with B. P. Barber and Associates for a Cormix Mixing Zone Study at a cost not to exceed $12,500. The professional services will be funded with operational funds.

7. VALVE OPERATION AND MAINTENANCE EQUIPMENT BID

Bids were received on November 9, 2010, for trailer-mounted equipment that will be used to exercise, operate, and maintain valves within the distribution system. This equipment has additional features that allow for the valve excavation to be vacuum cleaned and the valve stem rotation (number of turns) to be recorded, whereby operators will know the exact number of turns for the valve to be fully open or closed. The valve maintenance program consists of the scheduled “exercising” (opening and closing) of distribution system valves, including any necessary valve maintenance, and vacuum cleaning of any accumulated debris in the valve excavation “valve box.”

Distribution crews annually exercise over 2000 valves in the distribution system to prevent mechanical failures.
Due to the specialized nature of this equipment, invitations to bid were forwarded to the only two known prospective bidders. A tabulation of the responses is listed below.

Ditch Witch of the Carolinas
Charlotte, NC  $57,134.00

E. H. Wachs
Harvard, IL    $54,785.04

Additional bids were requested on an optional hydraulic unit capable of producing additional torque (1500 ft lbs) to operate larger valves or valves that may require additional torque to open. Ditch Witch of the Carolinas was non-responsive for this option. The E. H. Wachs solution is a model TM-7 standard-duty hydraulic drive valve exerciser, which can be provided for an additional $11,909.23.

Management recommends an award be granted to E. H. Wachs for the base bid and optional unit, based on their lowest responsive bid in the amount of $66,694.27.

The project will be funded from the depreciation fund.

8. WATERSHED AND WATER STEWARDSHIP PUBLIC OUTREACH AND EDUCATION

Over the past several years, Spartanburg Water has worked to develop an active and effective public outreach and education program to better educate the public about the watershed and the need for water stewardship practices. To support this program and the outreach efforts, Spartanburg Water has partnered with various organizations throughout the Spartanburg community, which include the Science Center, the Watershed Ecology Center, the Spartanburg Area Conservancy, Hatcher Gardens, and Upstate Forever. Partnering with these organizations has allowed Spartanburg Water to share resources and to better reach diverse areas throughout the community. For example, supporting the efforts of the Watershed Ecology Center during the past year provided 11 water educational programs that reached 10,027 K-7 students with presentations throughout Spartanburg County. Likewise, the Watershed Ecology Center provided additional training
programs focused on water to teachers throughout Spartanburg County so that they could add this to their existing curriculum and advance the knowledge of water in their classrooms.

Similarly, Spartanburg Water continues to work on educating the public on the value of creating buffer areas and healthy riparian zones throughout the Pacolet watershed and around its drinking water reservoirs to protect and enhance water quality for today and the future. Toward those efforts, Spartanburg Water supports the activities of the Spartanburg Area Conservancy as they strive to gain conservation easements along the Pacolet Rivers and Lawson Fork Creek (which flows into the Pacolet River), as well as lands throughout Spartanburg County.

The value these community partners bring to the watershed and water stewardship public outreach and education efforts adds to the success of Spartanburg Water’s program, and Spartanburg Water encourages their ongoing support during the next year.

Staff received two proposals, one from the Watershed Ecology Center and one from the Spartanburg Area Conservancy, to provide public education and outreach support through their organizations for the next 12 months. Management recommends approving funding as noted in each proposal below to be paid from the annual operating budget.

A. Watershed Ecology Center Proposal

The Watershed Ecology Center's mission is to collect, analyze, and disseminate sound scientific information on the ecology of the region. Special emphasis is placed on watershed conservation, education, water quality, and the study of organisms living in the area encompassed by a watershed. All of the Watershed Ecology Center’s educational programming meets state standards and incorporates hands-on learning and activities. Last year, the 11 programs that focus on water served 10,027 K-7 students with presentations throughout Spartanburg County. This year’s educational theme is “Water Matters,” and the Watershed Ecology Center would like to reach 10,000 students during the 2010-2011 school year. The 11 programs are just one segment of all water-based programming. The
Watershed Ecology Center is also proposing the production of three educational videos to increase adult outreach.

Management recommends the approval of targeted funding for the K-8 educational programs and educational videos offered by the Watershed Ecology Center in the amount of $10,000, with an equal allocation of $5,000 from SWS and $5,000 from SSSD.

B. The Spartanburg Area Conservancy Proposal

The Spartanburg Area Conservancy was formed in 1989 to protect and preserve Spartanburg area lands and the rivers that run through them. In 2006, SPACE was awarded a grant for the protection of land around the Pacolet Rivers by Spartanburg Water and the Spartanburg County Foundation. SPACE has already made inroads in protecting the Pacolet Rivers and Lawson Fork Creek, which flows into the Pacolet River, as well as lands throughout Spartanburg County. To date, SPACE has protected over 2000 acres, and has set a goal of protecting 5000 more acres in the next five years.

In addition to SPACE’s work in the northern portion of the watershed, SPACE has protected at least nine properties in the SSSD area, including owning two preserves on Lawson Fork. By continuing to acquire land and conservation easements in the Pacolet River watersheds, SPACE can support Spartanburg Water’s efforts to protect its source waters and watersheds that are central to its mission. This effort will ensure a safe water supply for residents of the region for generations to come. It will also help protect the natural beauty, ecological integrity, and quality of life in the region. SPACE intends to concentrate its land protection activities in the headwaters region of the Pacolet River watersheds, with the purpose of assembling contiguous protected properties or stream buffers.

Management recommends support of SPACE’s effort to protect the region’s water quality in the amount of $30,000, with an equal allocation of $15,000 from SWS and $15,000 from SSSD.
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9. AGREEMENTS EXECUTED BY THE GENERAL MANAGER ON BEHALF OF THE COMMISSION

The following agreements have been executed on behalf of the Commission by the General Manager in accordance with the resolution adopted by the Commission on July 11, 1989.

A. Lake Agreements

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

(1) Michael W. and Deborah S. Romine desire to stabilize the shoreline and remove a boat ramp at Lake Bowen.

(2) Phillip D., Joseph A., and Allison C. Wilson desire to manage vegetation at Lake Bowen.

(3) Paul Clayton desires to stabilize the shoreline at Lake Bowen.

B. Inside the City Private Fire Service Agreements

(1) Panera Bakery Cafe

Panera Bakery Cafe, located at 108 East Blackstock Road, wishes to connect a 6-inch water line to the Commission’s 12-inch water line along Warren H. Abernathy Highway to serve a private fire protection system, including one private hydrant, for the aforementioned business. Panera, LLC, wishes to enter into an agreement for this service.

Annual Stand-by Revenue – $255.60

(2) Spartanburg Downtown Airport

Spartanburg Downtown Airport, located at 500 Ammons Road, wishes to connect an 8-inch water line to the Commission’s 12-inch water line, in a right-of-way along an abandoned taxiway off Air Flow Drive, to serve a private fire protection system and
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one (additional) hydrant for the aforementioned business. The Spartanburg Downtown Airport wishes to enter into an agreement for this service.

Annual Stand-by Revenue – $255.60
Total Annual Stand-by Revenue – all connections and hydrants – $911.32

10. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS