

## **AGENDA**

### **SPARTANBURG SANITARY SEWER DISTRICT COMMISSION**

#### **REGULAR MEETING**

**MEETING PLACE: 200 Commerce Street**

**Tuesday, March 31, 2015, 2:15 p.m.**

This is a regular meeting of the Spartanburg Sanitary Sewer District Commission. 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, WOLT-FM Radio, Tribune Times, and the Times Examiner) at least 24 hours prior to this meeting.

- 1. PRAYER**
- 2. APPROVAL OF MINUTES OF WORK SESSION MEETING OF FEBRUARY 24, 2015, AND REGULAR MEETING OF FEBRUARY 24, 2015**
- 3. GOLDEN MANHOLE AWARD**

Janet Cann received the Golden Manhole Award at the South Carolina Environmental Conference. The Golden Manhole Award is an award to recognize individuals who are significant contributors to the advancement of the Design, Education, Training, Certification, Construction, Operations, Maintenance, and Management of Wastewater Collection Systems. This award is a way to recognize those who have contributed to the development and professionalism of the Collection System Industry on a national level.

- 4. 2014 SC DEPARTMENT OF HEALTH & ENVIRONMENTAL CONTROL FACILITY EXCELLENCE AWARDS**

Spartanburg Water received eight SCDHEC Facility Excellence Awards (100% of our Reclaimed Water Treatment Facilities) at the S.C. Environmental Conference sponsored by WEASC and AWWA's South Carolina Section. On March 17, 2015, SCDHEC presented their 2014 Facilities Excellence Awards for the following reclaimed water treatment facilities:

**AGENDA** – Spartanburg Sanitary Sewer District Commission, Regular Meeting  
Tuesday, March 31, 2015

Clifton-Converse	Lower North Tyger
Cowpens	Pacolet Mills
Fingerville	Page Creek
Fairforest	South Tyger

These awards are presented to facilities that demonstrate excellence in facility operations, maintenance and management, and the protection of the environment while meeting or exceeding customer expectations.

**5. MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the eight-month period ending February 28, 2015.

**6. WORKERS' COMPENSATION INSURANCE**

Workers' compensation insurance renews on April 1, 2015. The current carrier, Amerisure has submitted a renewal quote of \$117,440. The cost for Workers' Compensation Insurance last year was \$114,678.

Staff requested quotes from other insurance carriers and received the following quotes:

<u>Insurance Carrier</u>	<u>Quote</u>
Keyrisk Insurance	\$246,560
Berkshire Hathaway	\$323,400
5 Star	\$346,000
Eastern Alliance	\$423,000

Management recommends continuing with Amerisure as the carrier for a total cost of \$117,440.

The allocation between companies is \$86,905.60 for SWS and \$30,534.40 for SSSD.

**AGENDA** – Spartanburg Sanitary Sewer District Commission, Regular Meeting  
 Tuesday, March 31, 2015

**7. HEALTH AND DENTAL INSURANCE RENEWAL**

As a follow-up to the Commission Work Session conducted February 24, 2015, management proposes the following design plan recommendations for the upcoming health insurance plan year that is effective May 1, 2015.

These recommendations include the following:

- Increasing the tobacco surcharge to \$20 per pay period for employees and/or spouses that are tobacco users.
- Increase the Maximum Out Of Pocket (MOOP) Deductible for each insurance category by \$500.
- Excluding Working Spouses with access to insurance from the Health Plan or having the Spartanburg Water Health Plan listed as secondary coverage for a Working Spouse with access to insurance.
- Continuing the Supplemental Insurance Plan for Retirees.
- Adding the following employee contribution structure:

<b>2015 - 2016 Per Pay Period Contribution</b>	<b>Consumer Choice Plus Medical Plan</b>	<b>Consumer Choice Medical Plan</b>	<b>Basic Medical Plan</b>	<b>Dental Plan</b>
Employee Only	\$ 47	\$ 36	\$ 15	\$ 7
Employee plus child	\$ 60	\$ 49	\$ 27	\$ 10
Employee plus children (2 or more)	\$ 89	\$ 68	\$ 31	\$ 12
Family	\$ 114	\$ 89	\$ 44	\$ 14

Management recommends that the Commission approve the aforementioned design changes to the Spartanburg Water Health Insurance Plan that will become effective May 1, 2015.

**AGENDA** – Spartanburg Sanitary Sewer District Commission, Regular Meeting  
Tuesday, March 31, 2015

**8. PREVENTATIVE MAINTENANCE AGREEMENTS FOR LABORATORY SERVICES**

Laboratory Services maintains Preventative Maintenance Agreements (PMA's) for select laboratory instruments and software programs. The proposed contracts are annual agreements and include service for routine preventative maintenance, troubleshooting, repairs (parts and labor), software support, certain upgrades, and priority emergency repair service. The PMA is provided by the manufacturer, who is the sole source of the laboratory service.

A. Perkin Elmer ICPMS System

This system is used to analyze water samples for the Safe Drinking Water Act (SDWA) and the Clean Water Act (CWA) programs and support of plant operations. Perkin Elmer has quoted an annual PMA for services as described above for a total cost of \$20,016.

The total cost for the renewal for the ICPMS is \$20,016. Funding will be provided through the Laboratory Services operating budget, with costs equally shared between SSSD and SWS. Management recommends the approval of the renewal of the Perkin Elmer Preventive Maintenance Agreements for an amount not to exceed \$10,008.

**9. PROFESSIONAL SERVICES AGREEMENT FOR ON-CALL CIVIL ENGINEERING SERVICES**

Spartanburg Sanitary Sewer District recently requested a proposal from Frazier Engineering, P.A. to provide on-call professional services on an as needed basis. Frazier Engineering is a civil engineering firm specializing exclusively in sewer infrastructure including the:

1. Evaluation, planning, design, and construction management of sewer collection systems;
2. Sewer system evaluation surveys;
3. Sewer flow monitoring, and sewer system planning and rehabilitation design.

The firm has been headquartered in Stanley, North Carolina since 1998.

**AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting  
Tuesday, March 31, 2015**

On occasion, SSSD encounters situations with sewer infrastructure that are beyond the expertise or capabilities of our resources, staff, or equipment. In order to provide for efficient operations and meet regulatory and customer demands, it was determined that a working relationship with a firm with advanced expertise in evaluation and rehabilitation techniques would greatly enhance our ability to respond to situations that arise, especially when an issue is time sensitive or critical to the continued operations of our system.

Due to their unique qualifications and proven experience, SSSD is particularly interested in developing a relationship with this firm in the area of Civil Engineering consultation. While no scope of work is currently scheduled for consideration, professional services and focused guidance may be needed by a third party at any given time when regulatory changes occur or complex issues arise. A working relationship with contractual terms and conditions already established is especially important when an issue is time sensitive.

The proposed agreement for on-call professional services is based on a time and expense basis in accordance with an established schedule of fees.

Management recommends that the Commission authorize the CEO to enter into an agreement with Frazier Engineering for on-call professional services. It is anticipated that individual task orders generated as a result of this agreement be funded through SSSD operational funds.

**10. RECEIPT OF BIDS – FAIRFOREST RWT FACILITY SEPTAGE RECEIVING STATION OPTIMIZATION**

Bids were received on March 24, 2015, for the Fairforest RWT Facility Septage Receiving Station Optimization project. Currently the Fairforest RWT Facility can only accept one septic tank load at a time causing trucks to back-up and making the entrance to the Fairforest RWT facility congested. The proposed design will allow the Fairforest RWT Facility to accept three trucks at a time and will route septic tank haulers away from the main facility, eliminating traffic congestion from the entrance to the facility and decreasing the amount of time it takes haulers to unload their trucks. Grease will still be received at the grease receiving station.

**AGENDA** – Spartanburg Sanitary Sewer District Commission, Regular Meeting  
Tuesday, March 31, 2015

<u>Bidder</u>	<u>Amount of Bid</u>
BWC Contracting Gaffney, SC	\$194,141
Construction Resource Group Union, SC	\$210,150
Harper Corporation Greenville, SC	\$211,950
Greenstone Construction Seneca, SC	\$234,250
Wharton-Smith, Inc. Sanford, FL	\$264,810
State Utility Contractors, Inc. Monroe, NC	\$305,000
Gilbert Engineering Statesville, NC	\$311,000

Management recommends awarding the contract to the lowest responsive bidder, BWC Contracting for \$194,141. The project will be funded through SSSD capital funds.

**11. LOWER NORTH TYGER RIVER RECLAIMED WATER TREATMENT FACILITY EXPANSION AND IMPROVEMENT PROJECT – DESIGN-BUILD TEAM SELECTION**

On October 10, 2014, letters of interest and qualifications were received from interested applicants for the opportunity to plan, design, engineer, construct, equip and commission the proposed improvements to the Lower North Tyger River Reclaimed Water Treatment Facility using a progressive design-build process. Letters of interest and a statement of qualifications were received from the following respondent teams:

**AGENDA** – Spartanburg Sanitary Sewer District Commission, Regular Meeting  
Tuesday, March 31, 2015

- Black and Veatch
- CH2M Hill / Arcadis
- Crowder Construction Company / Constantine Engineering / URS
- The Harper Corporation / Hulsey, McCormick and Wallace
- The Haskell Company / Brown and Caldwell
- Western Summit / Hazen and Sawyer

The qualification submittals were evaluated to identify a short list of three respondents with the requisite experience, qualifications, and resources to complete the project successfully within an agreed guaranteed maximum price (GMP) and construction schedule in accordance with project requirements specified by SSSD. The three highest scoring teams identified during the qualifications phase were requested to submit proposals for the project by January 23, 2015. The teams selected were:

- Black and Veatch
- Crowder Construction Company / Constantine Engineering / URS
- The Haskell Company / Brown and Caldwell

The proposals submitted by the prospective design-build teams were then evaluated based on five criteria as follows:

1. Changes to Proposer's Personnel
2. Design-Build Project Delivery Approach and Methodology
3. Design Phase Services Approach
4. Construction Period Services Approach
5. Comments on Draft Contract Terms and Conditions

Management and staff reviewed the proposals using the selection criteria and recommend that the Commission authorize the Chief Executive Officer to enter into a progressive design-build contract with The Haskell Company for the Lower North Tyger River Reclaimed Water Treatment Facility Expansion and Improvement Project. Design phase services are estimated to be \$1.4 million with a total project budget estimated at \$18 million. The project will be funded by SSSD bond funds.

**AGENDA** – Spartanburg Sanitary Sewer District Commission, Regular Meeting  
Tuesday, March 31, 2015

**12. RECEIPT OF BIDS – TORAY INDUSTRIES, INC., SEWER LINE EXTENSION**

Bids were received on March 24, 2015 for construction of 4,860 LF of 24-inch, 30-inch, and 36-inch gravity sewer; 16 manholes; one railroad and two gas line bores; and a parshall flume to serve Toray Industries, Inc.

Eleven contractors received the bid documents for the project. Seven contractors submitted a bid. The bids were as follows:

<u>Bidder</u>	<u>Amount of Bid</u>
Strack, Inc. Fairburn, GA	\$1,250,063.01
Ruby Collins General Contractors Smyrna, GA	\$1,741,944.54
McClam & Associates Little Mountain, SC	\$1,771,850.06
Harper Corporation Greenville, SC	\$1,987,476.75
Dillard Excavating Pelzer, SC	\$1,988,952.00
Haren Construction Company Etowah, TN	\$2,037,213.15
Moorhead Construction Belton, SC	\$2,591,923.43
Capitol Construction of the Carolinas, LLP Spartanburg, SC	No Bid
Davis Grading Shelby, NC	No Bid



**AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting  
Tuesday, March 31, 2015**

Holmes Underground, Inc. No Bid  
Travelers Rest, SC

L-J, Inc. No Bid  
Columbia, SC

Alliance Consulting Engineers has certified that Strack, Inc., of Fairburn, GA is the lowest qualified bidder. Management recommends awarding the bid to Strack, Inc., for the amount of \$1,250,063.01. The engineer's estimate for the construction cost of the Toray Industries, Inc., Sewer Line Extension was \$1,734,000.

The District and Toray Industries, Inc., will enter into a partnership agreement to cover the total project cost. The District will be contributing \$250,000 from Capital Funds towards the project cost.

**13. REQUEST FOR ANNEXATION – PACOLET MILLIKEN ENTERPRISES, INC.,  
DRAYTON MILLS LIVING, LLC, AND DRAYTON MANAGER, LLC**

Pacolet Milliken Enterprises, Inc., Drayton Manager, LLC, and Drayton Mills Living, LLC have requested annexation of 13 parcels, including the former Drayton Mill site, and surrounding properties. The properties are adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

Management recommends the Commission approve the annexation request, adopt the attached resolution giving 90 days' notice to sub-districts, and annex the property effective June 29, 2015.

**14. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**