

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, February 24, 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.

All motions were unanimously approved unless otherwise indicated.

1. APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 27, 2015

Mr. Montgomery moved and Mr. Littlejohn seconded the motion to approve the minutes of the regular meeting of January 27, 2015, with a correction on Item 2. Item 2 was corrected to read:

Mr. Montgomery moved and Mr. Littlejohn seconded the motion to approve the minutes as written for December 9, 2014.

2. MONTHLY FINANCIAL REPORT

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

The above was provided as information to the Commission.

3. WAY TO WELLVILLE

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On August 13, Spartanburg, SC, was chosen as one of only five communities in the country—and the only one in the entire southeast—to participate in an innovative new health initiative called the Way to Wellville. The diverse local team that applied for the initiative is led by Mary Black Foundation and includes Spartanburg Regional Healthcare System, University of South Carolina Upstate, City of Spartanburg, and digital health entrepreneur Sentil Premraj.

The Way to Wellville effort was developed by a national non-profit called the Health Initiative Coordinating Council, or HICcup. Its goal is to encourage communities to create comprehensive plans to improve the health of their residents, and then to share their successes with other communities across the country. According to *Forbes* (August 18, 2014), the Spartanburg team impressed the national Wellville board by its breadth of experience.

The Spartanburg Wellville team has determined that over the next five years, they will focus on specific areas to improve health: access to health care, obesity, school readiness, and community pride.

The Commission of Public Works provides a resolution of support for the Way to Wellville Program.

Ms. Bilanchone shared her excitement about the Way to Wellville program. Spartanburg Water has the opportunity to promote water as a healthy choice that would support the Way to Wellville program. This is a chance for water to be recognized for the benefits it offers.

Ms. Schneider provided the Commission with a presentation that shared some of the healthy benefits of water, as well as the cost effectiveness of choosing water. Spartanburg Water would like to meet with the Mary Black and other potential partners to begin to share ideas of how water can be a part of healthy choices, and have the opportunity to create partnerships within the community to promote the use and availability of water.

Ms. Bilanchone provided additional information regarding the program, not only locally, but nationally.

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Management requested that the Commission adopt the resolution of support for the Way to Wellville Program.

Mr. Littlejohn moved and Mr. Montgomery seconded the motion to adopt the resolution of support for the Way to Wellville Program.

4. MASTER SERVICE AGREEMENT(S) FOR ON-CALL MAINTENANCE AND GENERAL CONTRACTOR SUPPORT SERVICES

Spartanburg Water System (SWS) recently requested Master Service Agreement proposals from qualified local construction companies specializing in water infrastructure, as well as treatment facility maintenance, to provide support on an emergency and on-call basis.

On occasion, SWS encounters situations with facility and system 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 contractors already familiar with our infrastructure and facilities would greatly enhance our ability to respond to situations that arise, especially when an issue is time sensitive or critical to the continued operation of our system. A Master Service Agreement with contractual terms and conditions already established provides for a framework that enables streamlined response to emergency or specialized situations.

Due to their familiarity with SWS and expertise in the industry, both The Harper Corporation of Greenville, SC and Crowder Construction Company (with offices in Spartanburg, SC and Charlotte, NC) provided Master Service Agreement proposals for consideration.

The proposed Master Services Agreement(s) are structured under a time and materials basis allowing specific work authorizations to be executed for each specialized scope of services to be performed, when needed.

Management recommended that the Commission authorize the Chief Executive Officer to enter into agreements with both The Harper Corporation and Crowder Construction Company for on-call maintenance and general contractor support services. It is anticipated that individual work

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authorizations for scopes of work generated as a result of this agreement will be funded through operational funds.

Mr. Montgomery moved and Mr. Littlejohn seconded the motion to ratify the action taken in the SSSD meeting to approve management’s recommendation.

5. LAKE BOWEN RESTROOM FACILITY

Proposals were received on January 29, 2015, for the demolition of the current restroom facility at Lake Bowen Park and construction of a new facility.

The current facility was built in the early 1960s and no longer meets the needs of the growing number of visitors to the park mainly due to the addition of the playground and pavilion. The new facility will double the capacity of the current facility and address current plumbing needs.

The proposals were evaluated using a weighted scoring matrix. The matrix rated the contractor’s (1) previous experience on similar projects, references, and project team; (2) pricing; (3) project schedule; and (4) MWBE certification. The evaluation and scoring of the proposals were conducted by an evaluation committee.

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

<u>Bidder</u>	<u>Amount of Bid</u>
Dunbar Construction Spartanburg, SC	\$208,900
J. Davis Construction Westminister, SC	\$209,721
Melloul-Blamey Construction Greenville, SC	\$228,400

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Clayton Construction, Co Spartanburg, SC	\$240,000
GC Industrial, LLC Gaffney, SC	Did not qualify
Price Construction Chesnee, SC	No Bid
Conner Construction Spartanburg, SC	No Bid
Piedmont Construction, Co. Boiling Springs, SC	No Bid
Sossamon Construction Gaffney, SC	No Bid
Ferguson Enterprises Spartanburg, SC	No Bid

The highest scoring proposal was submitted by J. Davis Construction. Based on the results of their response and matrix score, management recommended approval of an award to J. Davis Construction at a cost of \$209,721. Funding will be provided through the SWS depreciation budget.

Mr. Littlejohn moved and Mr. Montgomery seconded the motion to approve management's recommendation.

6. 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.

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A. Lake Agreements

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

- (1) **Cynthia J. Jamison-Brashier** desires to stabilize the shoreline on Lake Bowen.
- (2) **Jim K. Kiser** desires to stabilize the shoreline on Lake Bowen.
- (3) **A.B. Bullington, Jr. and Lynn D. Bullington** desire to stabilize the shoreline at Lake Bowen.

7. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

Ms. Schneider had no negotiations or miscellaneous administrative matters to discuss.

Meeting adjourned at 2:49 p.m.

G. Newton Pressley
Secretary-Treasurer

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