

AGENDA

THE COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG, S.C.

**Meeting Place: 301 South Avenue
Spartanburg, SC 29306**

REGULAR MEETING

**Tuesday, October 26, 2021, 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 in the lobby and on the Spartanburg Water website, 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. APPROVAL OF MINUTES OF REGULAR MEETING OF SEPTEMBER 28, 2021

2. MONTHLY FINANCIAL REPORT

Newt Pressley will present a financial summary of SWS expenditures and revenues for the three-month period ending September 30, 2021.

3. RENEWAL OF HEALTH INSURANCE CONSULTING SERVICES

Steinberg and Associates has represented Spartanburg Water as its consultant/broker of record for health, dental, disability, and voluntary life plans since October, 2009. (This includes vision, prescription drug cards, and reinsurance as applicable). Steinberg and Associates provides oversight and guidance needed in connection with the complex medical insurance industry.

Their services include:

- design assistance with benefit plans
- identify cost savings and cost recoveries
- claim problem resolution
- negotiate the annual renewal
- assist with compliance and benefit laws
- coordinate RFP processes

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- implementation of plan renewal
- semi-annual review and analysis of plan performance
- assist with benefit summaries for employee communication

Steinburg and Associates has submitted a renewal proposal for their services in the amount of \$30,000, which represents no increase in cost from the previous year. Management requests Commission approval of the consulting service agreement with Steinburg and Associates for 2022. The service agreement cost will be allocated as follows: SWS (\$22,200) and SSSD (\$7,800).

4. DRINKING WATER TREATMENT BOOSTER CHLORINATION STATION UPGRADES – PROFESSIONAL ENGINEERING SERVICES

Proposals were received on September 30, 2021, for engineering services to evaluate alternatives, recommend a solution and provide a Preliminary Engineering Report/Technical Memorandum for the replacement of the existing tablet chlorination systems at the Cowpens and Camp Croft booster chlorination stations. Both stations utilize a Calcium Hypochlorite Tablet Chlorination System. The systems were installed in 2009 and are reaching the end of their useful lives and require progressively more maintenance in order to remain in service.

Engineering firms were requested to provide proposals that included information on similar previous experience, schedule, references, staffing assigned to the project and a not-to-exceed quote.

The Request for Proposal (RFP) was solicited from five engineering firms who provide the type of services requested. Three proposals were submitted and evaluated. Proposals were received from the following firms:

- AECOM Technical Services, Inc., Greenville, SC
- KCI Technologies, Inc., Spartanburg, SC
- WK Dickson & Co., Inc., Greenville, SC

The proposals were evaluated by three staff members using a weighted scoring matrix on the above listed criteria. The evaluation and scoring of the proposals were conducted by the evaluation committee.

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The highest scoring proposal was submitted by AECOM Technical Services, Inc. AECOM provided more relevant project experience in their proposal than the other firms.

Based on the weighted matrix score, management recommends the award of the engineering services for the Drinking Water Treatment Booster Chlorination Station Upgrades Project to AECOM Technical Services, Inc., of Greenville, SC in the not-to-exceed amount of \$29,500. The project will be funded with depreciation funds.

5. WATER QUALITY REPORT

Management will provide an update to the Commission on water quality.

6. REPORT ON DRINKING WATER RESERVOIRS

Management will provide an update to the Commission on activities with the drinking water reservoirs.

7. MASTER SERVICES AGREEMENT FOR PROFESSIONAL CIVIL ENGINEERING, ENVIRONMENTAL AND REGULATORY CONSULTING SERVICES

Spartanburg Water System (SWS) recently requested a proposal from Black and Veatch to provide a Master Services Agreement for professional engineering services on an as needed basis. Black and Veatch specializes in a wide variety of disciplines related to the drinking water industry and Spartanburg Water System has had a long-standing relationship with Black and Veatch.

Due to their qualifications, experience, and familiarity with regulations applicable to SWS's facilities and systems, SWS is interested in establishing a Master Services Agreement for engineering services as needed.

The proposed Master Services Agreement for professional services is based on a time and expense basis in accordance with an established schedule of fees.

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Management recommends the Commission authorize the Chief Executive Officer enter into a Master Services Agreement with Black and Veatch for professional engineering services.

8. DISTRIBUTION SYSTEM REHABILITATION UPDATE

Spartanburg Water System has made a commitment to address the needs of its aging distribution system infrastructure. In FY 21, approximately \$1,198,165 was invested in the rehabilitation of the distribution system.

Management will provide an overview of the progress made by the Collection and Distribution Department to address these needs this past fiscal year.

9. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY- 1536-40 SOUTH BLACKSTOCK ROAD

Recently management received a request from a property owner at 1536 South Blackstock Road concerning the possibility of obtaining water service. This section of South Blackstock Road (in Landrum) is south of Spivey Creek Road.

The water main extension consists of approximately 130 linear feet of 2-inch water main and is consistent with the SWS Water Main Extension Policy. It will be billed at the outside city rate plus surcharge until such time as the full local share is recovered.

The water main extension necessary to provide domestic service plus fire protection and also provide for future growth, are the same size and quantity, and therefore, the project estimate is \$4,100. The property owner's participation cost is based on this estimate.

Management recommends Commission approve the above.

10. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – 2005 REIDVILLE ROAD

Recently management received a request from a property owner at 2005 Reidville Road (aka 205 Oak Forest Road) concerning the possibility of obtaining water service. The site is located just south of Reidville Road,

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on Oak Forest Road, and west of I-26.

The water main extension consists of approximately 400 linear feet of 2-inch water main and is consistent with the SWS Water Main Extension Policy. It will be billed at the outside city rate plus surcharge until such time as the full local share is recovered.

The water main extension necessary to provide domestic service plus fire protection and also provide for future growth, are the same size and quantity, and therefore, the project estimate is \$9,200. The property owner's participation cost is based on this estimate.

Management recommends Commission approve the above.

11. STEEL WATER TANK REHABILITATION AND MISCELLANEOUS REPAIRS – SUMMARY CHANGE ORDER

The Steel Water Tank Rehabilitation and Miscellaneous Repairs Project is now complete. The project was completed by Southeastern Tank & Tower, Inc., out of Lake Park, GA and included the interior painting of Highway 292 and Simms open top surge tank, washout of the Carlisle, Chestnut Street, Cowpens, Highway 9, New Cut, and Firestone potable water tanks and to complete minor repairs to the Boiling Springs ground storage water tanks.

Change order No. 1 - was a decrease in the contract price of \$48,150 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 construction is as follows:

Original Contract Price -	\$ 478,450
Change Order No.1- for adjustment of the unit quantities based on actual work done	\$ <u>(48,150)</u>
Revised Contract Price	\$ 430,300

The above is provided as information to the Commission.

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12. 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 March 28, 1989.

A. Outside City Water Main Extension Agreements

(1) Peachtree Village Apartments-Water Extension

Peachtree Village, LLC is developing Peachtree Village Apartments located off of Bible Church Road near Highway 9. The development will consist of a 252-unit apartment complex that will be served by a water extension consisting of approximately 380 linear feet of 12-inch water main and one hydrant. SWS will participate in the off-site water main construction cost in accordance with the Water Main Extension Policy.

(2) Shands Park

Una Pickling Works, LLC is developing Shands Park located off of Gibbs Road. This development will consist of 25 residential lots, approximately 50 linear feet of 6-inch water main, 750 linear feet of 4-inch water main, and one hydrant. The developer will bear all costs.

(3) Wadsworth Manor

Mark III Properties, LLC is developing Wadsworth Manor located off of Willis Road. This development will consist of 67 residential lots, approximately 1,738 linear feet of 6-inch water main, 100 linear feet of 4-inch water main, and two hydrants. The developer will bear all costs.

(4) Wingate

Holly Drive Properties, Inc., is developing Wingate Subdivision located off of Seay Road. This development will consist of 90 residential lots, approximately 1,036 linear feet of 6-inch water main, 1,254 linear

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feet of 4-inch water main, 540 linear feet of 2-inch water main and two hydrants. The developer will bear all costs.

B. Lake Agreements

Applications have been submitted and all fees have been paid on the following Lake Agreements, associated with new construction and replacement.

- (1) **Donald R. Morrow, Sr., and Sandra Kaye Morrow**, desire to construct a boat lift and replace a dock on Lake Bowen.
- (2) **Wayne B. Floyd and Kay W. Floyd**, desire to stabilize the shoreline on Lake Bowen.
- (3) **Worth M. Wrightenberry**, desires to construct a personal watercraft lift on Lake Bowen.
- (4) **Joseph C. Marzouca**, desires to replace a dock on Lake Bowen.
- (5) **Adelheid Karcher, Trustee of the Adelheid Karcher Trust dated April 3, 2002**, desires to stabilize the shoreline on Lake Bowen.
- (6) **John W. Somervill**, desires to construct a personal watercraft lift on Lake Bowen.

Applications have been submitted and all fees have been paid on the following Lake Agreements, associated with acknowledgement of ownership.

- (1) **Leon G. Simpson**, hard pathway and dock replacement on Lake Blalock.
- (2) **Caroline McKinley**, hard pathway and dock replacement on Lake Blalock.
- (3) **Thomas R. Bockstiegel**, hard pathway and dock replacement on Lake Blalock.

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- (4) **Sarah Merrison McEntire**, boat ramp, boat lift, dock replacement, and shoreline stabilization on Lake Bowen.
- (5) **Richard Spears**, hard pathway, personal watercraft lift, dock replacement, and shoreline stabilization on Lake Bowen.
- (6) **Todd A. Theiss**, boat lift, hard pathway, dock replacement, and shoreline stabilization on Lake Bowen.
- (7) **Stephen Strubbe and Madeleine Strubbe**, dock replacement, shoreline stabilization, boat lift, soft pathway, and personal watercraft lift on Lake Bowen.
- (8) **John C. Trone and Karen L. Trone**, hard pathway, dock replacement, and shoreline stabilization on Lake Bowen.
- (9) **Tammy and Shelby Deborde**, boat ramp, hard pathway, boat lift, dock, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (10) **Ryan Prendergast**, dock replacement on Lake Bowen.

C. Encroachment Agreements

All paperwork, surveys, etc., have been completed and the encroachment agreement has been recorded.

- (1) **Kenneth H. Sellars and Judy A. Sellars**, dwelling encroachment on Lake Bowen.
- (2) **Christopher N. Keith and Kristina L. Keith**, dwelling encroachment on Lake Bowen.
- (3) **Thomas Barker**, dwelling encroachment on Lake Bowen.

13. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

AGENDA

THE COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG, S.C.

Meeting Place: 200 Commerce Street

WORK SESSION MEETING

Monday, October 4, 2021, 9:30 a.m.

This is a work session 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 in the lobby and on the Spartanburg Water website, 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.

The Commission will meet for an internal work session regarding the residential development process.