

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

**MEETING PLACE: 301 SOUTH AVENUE
SPARTANBURG, SC 29306**

Tuesday, August 25, 2020, 2:00 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 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. PRAYER

2. PROCUREMENT PROTEST HEARING

This hearing has been scheduled to consider the procurement protest by Leete Generators regarding the bid award dated April 6, 2020 for two portable generators.

3. EXECUTIVE SESSION

The Commission will receive legal advice and discuss related contractual issues concerning the bid protest.

4. MOTION ON DECISION TO GRANT OR DENY APPEAL

5. APPROVAL OF MINUTES OF REGULAR MEETING OF JUNE 23, 2020

6. MONTHLY FINANCIAL REPORT

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the twelve-month period ending June 30, 2020, and the one-month period ending July 31, 2020.

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7. AERATION BASIN CLEANING SERVICES

Proposals were received on July 21, 2020, for basin cleaning services of Aeration Basin 1 at the A. Manning Lynch Wastewater Treatment Facility. The scope of work calls for the contractor to dewater the aeration basin and remove all sludge, debris, and sediment from the basin. Disposal of the material will be handled by SSSD. The basin is being cleaned in preparation for inspection and diffuser replacement.

The proposals were evaluated using a weighted scoring matrix. The matrix rated the contractor based on (1) experience; (2) project approach; (3) references; (4) MWBE utilization; (5) Community Benefit Program, and (6) cost. The evaluation and scoring of the proposals were conducted by an evaluation committee.

The request for proposal (RFP) was advertised in the local media and forwarded to prospective vendors. A mandatory pre-bid meeting and site visit were held at the treatment facility. The solicitation drew responses from two bidders. A cost tabulation of the responses is listed below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Greenstone Construction Seneca, SC	\$60,100
Advanced Environmental Options Spartanburg, SC	\$83,134

The highest scoring proposal was submitted by Greenstone Construction. Based on the results of their response and matrix score, management recommends an award be granted to Greenstone Construction at a total cost of \$60,100. Funding will be provided by the SSSD operating budget.

8. PURCHASE OF A DISCRETE ANALYZER AND WORKSTATION

Proposals were received on June 9, 2020, for the purchase of a discrete analyzer and workstation. The purchase includes the analyzer, installation, all required software, warranty, and training. The analyzer selected is an automated system that will allow our laboratory to more efficiently perform

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many of the manual analyses required by NPDES permits, including several analyses for which we are currently dependent on outside laboratory services. Analyses specified in the request for proposal (RFP) include United States Environmental Protection Agency (USEPA) approved methods for nitrate, nitrite, total Kjeldahl nitrogen (TKN), ammonia, ortho-phosphate, total phosphorus, cyanide, and phenols.

The proposals were evaluated using a weighted scoring matrix. The matrix rated the supplier based on (1) technology approach; (2) warranty, training, and service; (3) experience; (4) cost information; (5) MWBE utilization; and (6) Community Benefit Program. The evaluation and scoring of the proposals were conducted by an evaluation committee.

The request for proposal (RFP) was advertised in the local media and forwarded to prospective vendors. The solicitation drew four responses from bidders. A cost tabulation of the responses is listed below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Seal Analytical, Inc. – Option 1 Mequon, WI	\$42,399
Thermo Fisher West Palm Beach, FL	\$46,189
Seal Analytical, Inc. – Option 2 Mequon, WI	\$46,449
Skalar, Inc. Buford, GA	\$48,300

The highest scoring proposal was submitted by Seal Analytical, Inc. (Option 1). Based on the results of their response and matrix score, management recommends an award be granted to the Seal Analytical, Inc. (Option 1) at a total cost of \$42,399. Funding will be provided by SSSD operating carry over funds.

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9. COVID-19 REPORT

Management will provide the Commission with an update.

**10. NOTIFICATION OF ENACTMENT OF EMERGENCY PROCUREMENT –
LIBERTY STREET APARTMENTS SITE SEWER MAIN DAMAGE**

The above site is located between E. Daniel Morgan Avenue and Silver Hill Street. On July 29, 2020, Spartanburg Water discovered that a contractor had installed an aggregate pier through an 8-inch clay sewer main running through this site. This resulted in a blockage of the line that could not be cleared. The depth of this line (17 feet) exceeded Spartanburg Water's capability to repair. In order to maintain sewer service within the impacted area, staff initiated and received management approval to execute an Emergency Procurement Request to retain the services of a qualified contractor.

In consideration of the condition of the clay pipe, the depth of the line, and the pending development project, a decision was made to have approximately 80 feet of line adjacent to the repair location replaced with ductile iron pipe.

Three contractors were contacted and asked for an immediate proposal and quote. Two contractors submitted comparable proposals and quotes. P.A.R. Grading was one of the two contractors who submitted a quote and was already on the site working for the developer and concurrently performing work on another section of the same sewer line for the District.

P.A.R. Grading was selected and awarded the work based on a quote of \$39,500.00.

Funding for this emergency repair was provided through the SSSD Collection System Rehab Fund.

The above is provided as information to the Commission.

**11. SUMMARY CHANGE ORDER – FAIRFOREST BASIN LARGE LINE CLEANING
AND CCTV PHASE 3**

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The Fairforest Basin large Line Cleaning and CCTV Phase 3 Project is complete. Hydrostructures cleaned and inspected approximately 8,369 LF of large diameter pipeline of varying sizes along a tributary to Fairforest Creek from Whispering Pines Apartments to W. Main Street and along Vanderbilt Road.

The District included a clause in the contract that allowed an increase in the scope of work up to 25% at the same unit price as the original bid without negotiation. The contractor, Hydrostructures, was receptive to increasing the contract scope honoring the original unit price.

Based on the contract clause, the District increased the scope of the project. Staff prepared a change order in the amount of \$10,934.78 for the cleaning and inspection of an additional 1204 LF of 24-inch diameter pipeline. The decision to execute the Change Order while the contractor was on-site avoided mobilization fees.

Original Contract Price	\$97,771.25
Change Order No. 1 – Additional 1200 LF Line Cleaning & CCTV Inspection	\$10,934.78
Revised Contract Price (final)	\$108,706.03

The change order was executed on behalf of the Commission based on procurement guidelines.

Approximately 5.98 tons of debris was removed from the Fairforest Interceptor and hauled to the landfill for disposal.

The above is provided as information to the Commission.

12. PARTNERSHIP WITH THE SPARTANBURG COUNTY FOUNDATION

Spartanburg Water has been invited to participate in the creation of the Robert Hett Chapman III Center for Philanthropy. This project was announced in November 2018 and will be the first center for philanthropy in the state of South Carolina. It will be a collaboration space for nonprofits, donors, and the community.

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Spartanburg Water has the opportunity to partner with the Spartanburg County Foundation and invest in the community by providing funds for a pergola, which would create an outdoor room for meetings and community gatherings.

The cost for the pergola and installation is \$46,000. The cost would be shared 50-50 by SSSD and SWS for the amount of \$23,000 each. These funds would come from the operating budget. Management recommends the Commission approve \$23,000 towards the pergola at the Robert Hett Chapman III Philanthropy Center.

13. PREVENTIVE MAINTENANCE AGREEMENT (PMA) – PERKIN ELMER OPTIMA ICP-OES SYSTEM

This system is used to analyze wastewater samples for the Clean Water Act (CWA) programs and support of plant operations. Perkin Elmer has quoted an annual PMA for this system for a total cost of \$21,304.

Funding will be provided through the Laboratory Services operating budget.

Management recommends the approval of the renewal of the Perkin Elmer Preventive Maintenance Agreement for an amount not to exceed \$21,304.

14. SEWER RIGHTS-OF-WAY CLEARING LAWSON FORK HIGH HAZARD TREES

Bids were received on August 4, 2020, for the contract clearing of 24 trees deemed “high hazard” to the two aerial pipelines into the Lawson Fork regional pump station. The scope of work calls for the contractor to take down the trees and clear debris from within limits of the sewer rights-of-way.

Six of the 24 trees are on adjacent properties; the property owners have given their permission to remove these trees. All debris may be left on the property owned by Spartanburg Sanitary Sewer District outside the cleared right-of-ways. The contractor has the option to remove the trees from the property if they want the wood.

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The Request for Proposals (RFP) was distributed to ten interested contractors, nine contractors attended the mandatory pre-bid meeting and three provided proposals. A tabulation of the responses is listed below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Durham Timber, Inc. Pacolet, SC	\$19,500
Epperson Tree Saluda, NC	\$21,000
C&S Nature Works Boiling Springs, SC	\$84,915

Management recommends an award be granted to Durham Timber, Inc., of Pacolet, SC based on their responsiveness and bid of \$19,500. Funding will be provided through the SSSD collection system rehab funds.

15. REPLACEMENT OF VEHICLES AND EQUIPMENT FOR FY 2021

Staff has evaluated the SSSD vehicle and equipment fleet for replacement needs for FY 2021. Of the items considered, ten items have been selected for replacement. All vehicles and equipment selected meet the established depreciation criteria, having in excess of 125,000 miles, being in service for 10 years, or are experiencing excessive repair needs and down time. Performance history is also factored into the recommendation.

Management proposes the following replacements for FY 2021:

- 2006 Kubota R520S Front Loader
- 2011 Ford F350 service truck w/crane
- 1996 Ottawa Yard Truck
- 2010 Dodge Dakota 4WD
- 2016 John Deere Utility Vehicle
- 1993 Generac Stationary Generator
- 2003 Goodwin 6" Dewatering Pump
- 1991 Mechanical Sewer Line Cleaning System
- 2000 Hudson Equipment Transport Trailer

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1998 Winco Portable Generator

Total budget: \$610,000

Where possible, vehicle and equipment replacement purchases will be completed through the South Carolina Materials Management Office Contracts. Applicable local dealers will be given the opportunity to meet the State Contract pricing.

Alternative fuel vehicle replacements will be evaluated based on application and the availability of gasoline/electric hybrids.

Management recommends approval of the vehicle and equipment replacement schedule to be funded from the depreciation fund.

16. REQUEST FOR ANNEXATION – ANDREY KOBAK

Andrey Kobak has requested annexation of approximately 11.42 acres of property located on parcel 3-27-00-022.00. The property is 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 November 23, 2020.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On August 25, 2020**

WHEREAS, Andrey Kobak, owner of a 11.42 acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Dairy Ridge Road on parcel 3-27-00-022.00 and more particularly shown on the site location map attached hereto as exhibit "A" has petitioned for annexation of this area comprising the aforementioned tract to the Spartanburg Sanitary Sewer District ("the District"); and

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WHEREAS, the petition of the property owner has been accepted by the Commission after finding (a) that the petition was submitted by the property owner of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner within such area proposed to be annexed, (c) that there was attached to the petition a map made on a scale as required by the District, made by a registered licensed surveyor showing, in detail the boundary of the area proposed to be annexed and that all other requirements of the applicable law had been met, and

WHEREAS, the Commission, after having given due consideration to all matters pertaining to the proposed annexation of such area including but not limited to health hazards, the feasibility of installation and maintenance of a sewer system and cost factors, has determined that such an area should be annexed to the District, and

WHEREAS, in reaching its decision to annex such area, the Commission has taken into consideration the additional waste contributed to the system by such area and present and future expansion of interceptor lines and disposal facilities needed to accommodate and service such area, and it has determined that such consideration does not indicate a probable need for expansion to take care of the sewage needs of such area, and,

WHEREAS, the Commission finds that it should now give written notice of ninety (90) days to the governing body of each of the sub-districts of the District.

NOW, THEREFORE, BE IT RESOLVED that the District Commission hereby confirms and ratifies the determinations and findings set out hereinabove, and

BE IT FURTHER RESOLVED that the aforesaid petition be, and it hereby is, accepted by the Commission, and

BE IT FURTHER RESOLVED that the area owned by the aforesaid property owner shown on the map attached to the petition, be annexed to the District effective at the expiration of the ninety (90)

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days written notice to be given to the governing body of each sub-district of the Spartanburg Sanitary Sewer District, and

BE IT FURTHER RESOLVED that the Commission will give written notice of ninety (90) days to the governing body of each of the sub-districts of the District of the acceptance of the aforesaid petition and of the decision of the Commission to annex the property shown on the above described map.

BE IT FURTHER RESOLVED that when the annexation becomes effective notice of such annexation shall be given to the County Treasurer, The County Auditor and the County Health Officer.

17. EXECUTIVE SESSION

The Commission will meet to discuss personnel matters.

18. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS