

AGENDA

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

REGULAR MEETING

**Tuesday, October 31, 2023, 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 26, 2023**
- 2. ANNUAL COMPREHENSIVE FINANCIAL REPORT AWARD**

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to Spartanburg Water System and Spartanburg Sanitary Sewer District for its annual comprehensive financial report for the fiscal year ended June 30, 2022. This was the twentieth year that The System has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and an efficiently organized annual comprehensive financial report. This report must satisfy both Generally Accepted Accounting Principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year. Management believes the current annual comprehensive financial report continues to meet the Certificate of Achievement Program's requirements and will submit it to the GFOA to determine its eligibility for fiscal year ended June 30, 2023.

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3. MONTHLY FINANCIAL REPORT

Cam Cole will present a financial summary of SWS expenditures and revenues for the three-month period ending September 30, 2023.

4. PROPOSED 2024 COMMISSION MEETING SCHEDULE

January 23	February 27
March 26	April 23
May 21	June 25
July – No Meeting	August 27
September 24	October 29
November – No Meeting	December 3

5. RENEWAL OF HEALTH INSURANCE CONSULTING SERVICES

Steinburg and Associates was acquired by Marsh & McLennan Agency, effective September 1, 2022. Marsh & McLennan Agency provides oversight and guidance needed in connection with the business insurance/employee health and benefits solutions to organizations and individuals.

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

Management requests Commission approval of the professional services agreement with Marsh & McLennan Agency for 2024 in the amount of \$30,000. The service agreement cost will be allocated as follows: SWS (\$18,000) and SSSD (\$12,000).

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6. BIDS FOR DUCTILE IRON PIPE

Bids were received on October 11, 2023, from vendors to furnish ductile iron pipe to the Spartanburg Water System as needed for repair, maintenance, and construction projects. The scope of the solicitation included seven sizes of pipe (3", 4", 8", 10", 12", 14", 16") in three pipe categories including slip joint, mechanical joint, and restraining thrust ring pipe. Annual quantities used for bidding purposes were estimated and based on historical data. The purpose of this solicitation is to secure firm unit pricing for the contract term.

The request for bid was advertised in the local media, SWS website, and forwarded to prospective suppliers of which drew responses from four bidders. A tabulation of the bid is listed below. The costs listed represent annual totals based on estimated annual quantities.

The contract will be for an initial 12-month term with two optional renewal terms. Orders will be placed as required and actual quantities purchased will vary depending on need and construction schedules.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Hayes Pipe Supply, Inc. Greer, SC	\$378,669.50
Southern Utility Supply Greenville, SC	\$383,486.73
TEC Utilities Supply, Inc. Greenville, SC	\$385,112.00
Ferguson Waterworks Greenville, SC	\$460,886.51

Management recommends the contract be awarded to the lowest responsible bidder, Hayes Pipe Supply, Inc., at a total cost of \$378,669.50. Funding will be provided from a combination of SWS operating and capital project funds, depending on the application.

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7. REIDVILLE ROAD PATCH PROJECT

Sealed bids were received on September 20, 2023, for asphalt paving on Reidville Rd. A water main break occurred in April of this year causing damage to the roadway. Spartanburg Water staff patched the road once the break was repaired to allow for traffic flow. SCDOT is requiring the damaged section now be replaced.

The area to be replaced is 62' wide by 175' long and 6" deep. The scope of work includes the milling and excavating of current asphalt, application of new asphalt, all traffic control, and re-striping the roadway pursuant to SCDOT requirements.

The invitation for bid was forwarded to nine prospective bidders and publicized in the local media and on the Spartanburg Water website. One responsive bid was received.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Bennett Paving, Inc. Roebuck, SC	\$144,770

Management recommends the bid be awarded to Bennett Paving, Inc., at a total cost of \$144,770. Funding will be provided from SWS operating funds.

8. WATER QUALITY REPORT

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

9. DROUGHT CONDITIONS – INCIPIENT

Management will provide an update to the Commission on the drought status.

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10. LAKE LEVEL DRAWDOWN

Management will review operational strategies associated with the lowering/drawdown of Lake Bowen and Lake Blalock during the winter months.

The above is provided as information to the Commission.

11. BIDS FOR LAKE BOWEN ANCHOR PARK PLAYGROUND

Bids were received on October 11, 2023, from vendors to furnish, install, and set-up playground equipment at Lake Bowen Anchor Park. The bid also included the removal and disposal of the old playground equipment.

The request for bid was advertised in the local media, SWS website, and forwarded to five prospective suppliers of which drew responses from two bidders. A tabulation of the bid is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Playstruction, LLC Shelby, NC	\$112,996.00
Carolina Recreation and Design Mooreville, NC	\$150,421.95

Management recommends the contract be awarded to the lowest responsible bidder, Playstruction, LLC, at a total cost of \$112,996.00. Funding will be provided from depreciation funds.

12. R.B. SIMMS BASIN 8 CLEANOUT

Proposals were received on October 16, 2023, for the equipment and labor to cleanout settling basin #8 at the R.B. Simms Treatment Facility and dewater the removed sludge for land application. It is estimated that over 700 wet tons of sludge will need to be removed and dewatered.

The scope of works calls for the contractor to remove the sludge from the basin and dewater onsite. Equipment for the dewatering process will be

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provided, setup, and operated by the contractor. Dewatered cake will be staged onsite in dedicated storage areas for future land application by Spartanburg Water staff.

An evaluation team made up of nine staff members was formed to review and score the proposals received. The evaluation criteria consisted of the responder’s approach and strategy; company experience; project schedule, project cost, MWBE utilization; and Community Benefit Program. Each proposal was evaluated using a weighted score matrix, with the successful supplier being selected for the highest scoring proposal.

Invitation to respond was placed in the local media and forwarded to prospective contractors. A cost tabulation of the responses are listed below based on the removal of 700 wet tons.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Synagro Baltimore, MD	\$112,744
Bio-Nomic Services, Inc Belmont, NC	\$379,275
Eagle Dynamic Solutions Evans, GA	\$742,341

Management recommends an award be granted to Synagro in the amount of \$112,744 based on their highest scoring proposal. The services will be funded from the SWS capital funds.

13. 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 January 26, 2023.

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A. Inside City Private Fire Service Agreements

(1) Big Dan’s Car Wash FS

Big Dan’s Car Wash, located at 1617 John B. White Sr. Boulevard in Spartanburg, wishes to connect a 6-inch water line to the Commission’s 12-inch water line along John B. White Sr. Boulevard to serve one private hydrant for the above-mentioned car wash. BDCW Holdings, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$297.52

(2) Tidal Wave Auto Spa

Tidal Wave Auto Spa, located at 2400 East Main Street in Spartanburg, wishes to connect a 6-inch water line to the Commission’s 12-inch water line along East Main Street to serve one private hydrant for the above-mentioned express car wash. TWAS Properties, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$297.52

B. Outside City Private Fire Service Agreements

(1) CPC Livestock Nutrition

CPC Livestock Nutrition, located at 680 Edgefield Road in Cowpens, wishes to connect an 8-inch water line to the Commission’s 8-inch water line along Edgefield Road to serve a private fire protection system for the above-mentioned commercial enterprise. Smith Properties of Gaffney, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$475.52

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C. Outside City Water Main Extension Agreements

(1) The One Townhomes

OREI (One Real Estate Investment) is developing The One Townhomes off of North Town Drive. The development will consist of five residential lots, approximately 130 linear feet of 6-inch water main and 300 linear feet of 4-inch water main. SWS will participate in the off-site water main construction cost in accordance with the Water Main Extension Policy.

(2) Thompson Creek Phase 4

Thompson Creek, LLC is developing Thompson Creek Phase 4 located off of RC Thompson Road. This development will consist of 35 residential lots, approximately 1,420 linear feet of 6-inch water main; 480 linear feet of 4-inch water main; 290 linear feet of 2-inch water main and two hydrants. The developer will bear all costs.

14. PERMITS ISSUED AT THE RESERVOIR

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

(1) Ann M. Gasper, desires to stabilize the shoreline on Lake Bowen.

(2) Mark Albert Huff and Julie R. Huff, desire to replace a dock and stabilize the shoreline on Lake Bowen.

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

(1) David S. and Mary V. Hartman, dock replacement on Lake Blalock.

(2) Jonathan D. and Galina A. Rosborough, hard pathway on Lake Blalock.

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- (3) **Andrea Kimberly Woodfin Moore or Clarence C. Woodfin, Jr.**, dock replacement on Lake Bowen.

15. CHIEF EXECUTIVE OFFICER REPORT