

CLAYTON COUNTY WATER AUTHORITY
Regular Board Meeting
1600 Battle Creek Road
Morrow, GA 30260
June 30, 2016

Present at the meeting were: Chairman John Chafin, Vice Chairman Rodney Givens, Secretary/Treasurer John Westervelt, Board Member Marie Barber, Board Member Elizabeth G. Armstrong, Board Member Dr. Cephus Jackson, Board Member Robin Malone, General Manager Mike Thomas, Assistant General Manager Jim Poff, Legal Counsel Steve Fincher, Executive Coordinator Amanda LaPierre, other CCWA staff and visitors.

Chairman John Chafin called the meeting to order at 1:30 p.m.

Invocation

Robin Malone introduced Installation & Plant Services Supervisor Brent Taylor to give the invocation.

Approval of Minutes

Chairman John Chafin called for any omissions or additions to the Regular Board Meeting minutes of June 2, 2016.

UPON MOTION by Marie Barber and second by Rodney Givens, it was unanimously

RESOLVED to approve the Regular Board Meeting Minutes of June 2, 2016.

Financial and Statistical Reports

Finance Director Allison Halron reviewed the financial information distributed to the Board for the period ending May 31, 2016.

Recognition

MNGWPD STEAM Award: The Clayton County Water Authority was recognized by Sarah Skinner of the Metropolitan North Georgia Water Planning District (MNGWPD) for receiving the District's STREAM Award for Wastewater and Septic Projects for its innovative use of constructed treatment wetlands.

New Business

Talmadge Lake Homeowner Concern: Mr. Carlton Grant with the Talmadge Lake Homeowner's Association was not present at the meeting. Information only, no action taken.

Asphalt Patching Annual Contract Bid Recommendation: Distribution and Conveyance Department Manager Jeff Jones presented a recommendation on the Asphalt Patching Annual Contract Bid Recommendation.

VENDOR	TOTAL BID AMOUNT	SLBE DISCOUNTED BID AMOUNT
A&S PAVING	\$1,013,750.00	\$937,718.75 (DEKALB CO = 7.5%)
AZTEC MASONRY & CONCRETE, LLC	\$803,650.00	NO DISCOUNT
BENTON-GEORGIA, LLC	\$1,429,200.00	NO DISCOUNT
DAF CONCRETE, INC.	\$589,100.00	\$530,190.00 (CLAYTON CO=10%)
H.E.H. PAVING, INC.	\$853,250.00	\$789,256.25 (DEKALB CO =7.5%)

2016 ANNUAL CONTRACT FOR ASPHALT AND PATCHING WORK - <u>BID TABULATION</u>			A & S PAVING, INC.		AZTEC MASONRY & CONCRETE, LLC		BENTON-GEORGIA, LLC		DAF CONCRETE, INC.		HEH PAVING INC		
#	DESCRIPTION	EST. QTY.	Unit of Measure	UNIT COST	Extended Amount	UNIT COST	Extended Amount	UNIT COST	Extended Amount	UNIT COST	Extended Amount	UNIT COST	Extended Amount
1	Asphalt Patching and Concrete Base	10,000	SF	10.00	100,000.00	15.25	152,500.00	23.00	230,000.00	4.00	40,000.00	15.09	150,900.00
2	Asphalt Patching Over Existing Concrete Base	10,000	SF	4.30	43,000.00	4.20	42,000.00	6.40	64,000.00	2.50	25,000.00	3.57	35,700.00
3	Asphalt Patching Over Existing Crushed Stone Base	70,000	SF	9.25	647,500.00	5.15	360,500.00	6.40	448,000.00	5.20	364,000.00	4.93	345,100.00
4-A	Removal & Replacement of settled areas with stone base	30,000	SF	1.75	52,500.00	2.05	61,500.00	10.72	321,600.00	1.50	45,000.00	2.50	75,000.00
4-B	Removal & Replacement of settled areas with concrete base	10,000	SF	2.10	21,000.00	2.50	25,000.00	11.62	116,200.00	2.00	20,000.00	4.50	45,000.00
5-A	Steel Plate Rental (per unit) for Period until Cut is Paved	10	Unit	45.00	450.00	50.00	500.00	40.00	400.00	45.00	450.00	105.00	1,050.00
5-B	Steel Plate Placement, Maintenance and Removal of Contractor Owned Plate	10	Site	50.00	500.00	65.00	650.00	220.00	2,200.00	65.00	650.00	780.00	7,800.00
6	Removal and Return of CCWA Owned/Placed Steel Plant	50	Site	60.00	3,000.00	200.00	10,000.00	220.00	11,000.00	150.00	7,500.00	648.00	32,400.00
7	Additional Asphalt in 1" Increments per Sq Foot for items 1-4	20,000	SF	2.80	56,000.00	2.25	45,000.00	3.91	78,200.00	1.50	30,000.00	1.81	36,200.00
8	Restoration of stamped/dyed asphalt areas	5,000	SF	5.25	26,250.00	5.60	28,000.00	7.50	37,500.00	2.50	12,500.00	8.71	43,550.00
9-A	Restoration requiring mechanical spreaders (3" depth) per square foot	10,000	SF	5.10	51,000.00	5.35	53,500.00	6.87	68,700.00	2.80	28,000.00	4.16	41,600.00
9-B	Additional Asphalt in 1" increments per Sq Foot	5,000	SF	0.67	3,350.00	2.25	11,250.00	2.26	11,300.00	2.20	11,000.00	1.94	9,700.00
10	Additional Crushed Stone Placement, 6" thick increments per Sq Foot for	5,000	SF	1.84	9,200.00	2.65	13,250.00	8.02	40,100.00	1.00	5,000.00	5.85	29,250.00
TOTAL BID AMOUNT					1,013,750.00		803,650.00		1,429,200.00		589,100.00		853,250.00

UPON MOTION by Dr. Cephus Jackson and second by Elizabeth G. Armstrong, it was unanimously

RESOLVED to award the contract to DAF Concrete, Inc. based on their unit prices with an option to renew for a second and third year with the same terms and conditions,

contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract.

Facility Evaluation Task Order Summary: Program Management and Engineering Department Manager Kelly Taylor and CH2M representative Lauren Chamblin presented a summary of the Facility Evaluation Task Order.

Information only, no action taken.

CIS Project Update: Customer Accounts Director Teresa Worley presented an update on the Customer Information System (CIS) Project.

Information only, no action taken.

Business Process & Data Governance Recommendation: Assistant General Manager Jim Poff presented a recommendation on the Business Process & Data Governance Project.

The basis of this project will be to set a solid foundation for improving and maintaining CCWA business processes. All of this project work needs to be completed before embarking on an upgrade of our JD Edwards Enterprise Resource Planning (ERP) software. The project will also solidify Customer Information System (CIS) business processes, as well as define how processes interact with other systems, such as GIS, Cityworks, SCADA, and future LIMS. The data governance portion of the project will clarify the one source of the truth across all of our systems. Change management is needed to help our employees through the changes that will result as part both of these governance projects.

Recommendation:

Staff recommended awarding this project to ERP Suites for a cost not to exceed \$125,000.

UPON MOTION by Dr. Cephus Jackson and second by John Westervelt, it was

RESOLVED to award the Master Service Agreement to ERP Suites for a not to exceed cost of \$125,000.00 and to authorize the General Manager to sign the Master Services Agreement. In favor: John Chafin, Rodney Givens, John Westervelt, Dr. Cephus Jackson and Robin Malone. Opposed: Marie Barber and Elizabeth G. Armstrong.

Janitorial Services Annual Contract Bid Recommendation: General Services Department Manager Marshall Maddox presented a recommendation on the Janitorial Services Annual Contract Bid Recommendation.

Vendors	TOTAL BID AMOUNT	SLBE DISCOUNTED BID AMOUNT
Intercontinental Commercial Services, Inc.	\$73,031.00	No SLBE Discount
Imagann Cleaning Services	\$75,360.18	No SLBE Discount
CleanNet USA	\$79,862.70	No SLBE Discount
EBS-4U, Inc.	\$85,536.56	7.5% SLBE=\$79,121.31
A-Action Janitorial Service Inc.	\$85,794.36	No SLBE Discount
American Facility Services, Inc.	\$87,110.18	7.5% SLBE=\$80,576.91
Brown & Pipkins, LLC. DBA Acsential Services	\$89,256.76	7.5% SLBE=\$82,256.76
Building Maintenance Services, Inc.	\$90,100.79	No SLBE Discount
Harper Security Janitorial	\$90,221.98	No SLBE Discount
Good Success Company, Inc.	\$133,203.90	7.5% SLBE=\$123,213.60
All Bright Janitorial	Non-Responsive	Non-Responsive
Rick's Cleaning Services, LLC	Non-Responsive	Non-Responsive
Under Cover Cleaning, LLC.	Non-Responsive	Non-Responsive
Dream Team Janitorial	Non-Responsive	Non-Responsive

Building	Monthly	Per Occurrence	Carpet Clean (per Square Foot)	Per Occurrence	Strip, Wax & Buff Floors (per Square Foot)	Per Occurrence	Total
HQ Administrative Building	\$1,850.00	N/A	\$0.04	\$35.00	N/A	N/A	\$25,607.28
HQ Building A	\$570.00	N/A	N/A	N/A	N/A	N/A	\$6,840.00
HQ Building B	\$500.00	N/A	N/A	N/A	N/A	N/A	\$6,000.00
HQ Building C	\$450.00	N/A	N/A	N/A	N/A	N/A	\$5,400.00
Stormwater	\$570.00	N/A	N/A	N/A	N/A	N/A	\$6,840.00
Forest Park Office	\$450.00	N/A	\$0.08	N/A	N/A	N/A	\$5,544.32
Shamrock CUB	N/A	N/A	N/A	N/A	\$0.28	\$45.00	\$7,849.60
Old Casey Administrative Building	\$320.00	N/A	N/A	N/A	N/A	N/A	\$3,840.00
J.W. Smith CUB	N/A	N/A	N/A	N/A	\$0.28	\$40.00	\$1,564.80
Wetlands Center	\$200.00 (Nov – Feb) \$330.00 (Mar – Oct)	\$35.00	N/A	N/A	N/A	N/A	\$3,545.00
						Grand Total	\$73,031.00

Recommendation:

Staff recommended awarding the Janitorial Services contract to Intercontinental Commercial Services, Inc. based on the unit prices provided. Services will be contracted for the time period of August 1, 2016 through July 31, 2017 with the option to renew for a second and third year with no change in terms. The contract award is contingent on insurance requirements being met and authorizing the General Manager to sign the contract.

UPON MOTION by John Westervelt and second by Marie Barber, it was unanimously

RESOLVED to award the contract to Intercontinental Commercial Services, Inc. based on their unit prices for a period of one year, contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract.

Uniform Quote Recommendation: General Services Department Manager Marshall Maddox presented a recommendation on the annual Uniform and Tee-Shirt Purchase Quote.

<u>Vendor</u>	<u>Quote Amount Uniforms Averaged Items</u>	<u>Quote Amount Tee-Shirts Averaged Items</u>	<u>Totals</u>
G&K Services	\$23.86	\$9.76	\$33.62
JW Outfitters	\$30.52	No Response	N/A
Cintas	No Response	No Response	N/A
A T-Shirt Company	No Response	No Response	N/A
Embroidery Barn	No Response	No Response	N/A
Command Uniforms	No Response	No Response	N/A
Embroider-ism	No Response	No Response	N/A
Red the Uniforms Tailor	No Response	No Response	N/A
All Star Sporting Goods	No Response	\$11.42*	N/A
T&T Uniforms	No Response	\$11.40	N/A
Advance Print	No Response	\$7.50*	N/A

Recommendation:

Staff recommended awarding the annual uniform and tee-shirt purchases to G&K Services for the unit prices provided.

UPON MOTION by Marie Barber and second by Rodney Givens, it was unanimously

RESOLVED to award the contract to G&K Services based on their unit prices contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract.

General Services Maintenance Building Construction Bid Recommendation: General Services Department Manager Marshall Maddox presented a recommendation on the General Services Maintenance Building Construction Bid.

BIDDER	BID TOTAL	SLBE %
Triad Construction	\$5,012,260.00	Nonresponsive (0%)
Pinnacle/CSG Inc.	\$5,109,265.83	17.23%
Pro Building Systems	\$5,994,036.00	Nonresponsive (0.23%)
Multiplex LLC	\$6,097,225.00	14.30%

Recommendation:

Staff recommended awarding the bid to Pinnacle/CSG Inc. for the total bid amount of \$5,109,265.83. This award would be contingent upon the bidder meeting risk management and bond requirements along with authorizing the General Manger to execute the contract. Staff also recommended approval of a budget revision in the amount of \$1,434,898.00 from the Renewal and Extension Fund surplus to achieve the necessary budget for the project. This would also grant approval to the General Manager to sign Task Order JA-RE-16-01 to Jacobs for providing Professional Engineering Services on a time and expense basis with a maximum not to exceed amount of \$553,405.00.

UPON MOTION by Marie Barber and second by Dr. Cephus Jackson, it was

RESOLVED to award the General Services Maintenance Building construction project to Pinnacle/CSG Inc. for a not to exceed cost of \$5,109,265.83, contingent on approval of bonds and insurance and to authorize the General Manager to sign the contract. This includes approval of a budget revision in the amount of \$1,434,898.00 from the Renewal and Extension Fund surplus and grants approval to the General Manager to sign Task Order JA-RE-16-01 to Jacobs Engineering for providing Professional Engineering Services on a time and expense basis with a maximum not to exceed amount of \$553,405.00. In favor: John Chafin, Rodney Givens, Marie Barber, Elizabeth G. Armstrong, Dr. Cephus Jackson and Robin Malone. Opposed: John Westervelt.

Executive Session

UPON MOTION by Marie Barber and second by Elizabeth G. Armstrong, it was unanimously

RESOLVED to enter into an Executive Session in order to discuss legal matters.

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UPON MOTION by Dr. Cephus Jackson and second by Rodney Givens, it was unanimously

RESOLVED to leave the Executive Session and return to open session.

Updates from the Board Members and General Manager

UPON MOTION by John Westervelt and second by Rodney Givens, it was unanimously

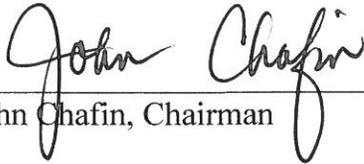
RESOLVED to approve the minutes of the Executive Session as presented.

Information only, no action taken.

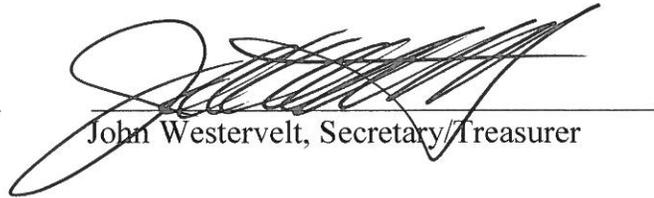
Adjourn

UPON MOTION by Dr. Cephus Jackson and second by Rodney Givens it was unanimously

RESOLVED to adjourn the Board Meeting at 4:34 p.m., there being no further business to come before the Board of Directors.



John Chafin, Chairman



John Westervelt, Secretary/Treasurer