



**Brunswick-Glynn County Joint Water & Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Commission Meeting Room
Thursday, February 11, 2016 at 3:00 PM**

FACILITIES COMMITTEE MINUTES

PRESENT: Clifford Adams, Commissioner
Robert Bowen, Commissioner
Todd Kline, Senior Engineer
Donald Elliot, Commissioner
Thomas Boland, Commissioner

ABSENT: Ronald Perry, Commissioner

ALSO PRESENT: John Donaghy, Director of Finance & Administration
Pam Crosby, Purchasing Director
Kirk Young, Systems Pumping & Maintenance

Chairman Boland called the meeting to order at 3:00 PM.

PUBLIC COMMENT PERIOD

There being no citizens that wished to address the Committee, Todd Kline closed the Public Comment Period.

ADOPT:

1. Minutes from January 14, 2016 Facilities Committee Meeting

Commissioner Adams made a motion seconded by Commissioner Elliott to adopt the minutes of the January 14, 2016 Facilities Committee Meeting. Motion approved 3-0-1 (Commissioner Perry was absent for the vote).

2. Canal Road Water & Sewer Force Main Improvements Award – T. Kline

Todd Kline updated the committee on the Canal Road Water & Sewer Force Main Award. The memorandum explained the background and timeline. Mr. Kline noted the bid form component structures options. The bid consisted of a fifty-eight (58) contractor/subcontractor/ supplier mailing list and seven (7) plan holder services were notified by email. A mandatory pre-bid meeting was held on Thursday, January 21, 2015 and 18 contractors/subcontractors/suppliers were in attendance. There was a total of five (5) bids received from the following: Woodard Construction Company, Seaboard Construction, Rowell Contracting, Washington County Machine Shop, and Popco, Incorporated. The staff has reviewed the above options and recommends award of contract for this project to Woodard Construction Company in the amount of \$1,045,382.00. There was further discussion regarding the project schedule for preconstruction. It was stated that the Water Main is priority to be completed by August 1st and the

Sewer Force Main to be completed October 1, 2016. At each pay request the contractor is required to submit an updated project schedule.

Commissioner Elliott made a motion seconded by Commissioner Boland to forward to the Finance Committee for review and to the full Commissioner for approval. Motion approved 3-0-1 (Commissioner Perry was absent for the vote).

3. Property & Casual Insurance – Fred McGinty, McGinty-Gordon & Associates

Fred McGinty presented to the Committee a preliminary proposal. The two property proposal is down about 25% from last year. A professional appraisal was performed on all the properties and as a result there was a reduction in insured values by 9.7 million. Several buildings were considered obsolete. There is a lot of capacity for insurance and competitive pricing. Mr. McGinty discussed the handout and the differences in pricing. Terrorism coverage was discussed. The total insured property values are 86M and 3 buildings are valued at over 3M. The Administration building was discussed and valued at almost 5.2M. It was noted that the purchase of the building was about 800 thousand. Lloyds, Ace and Lexington Insurance prices were discussed. A recommended option is to accept the property proposals that you are comfortable with and the liability renewal with Trident and then give the Executive Director the authority and option to accept a better general liability bid if one is presented before March 15th. The recommendation is to go with ACE for the 10M property limit.

Commissioner Boland made a motion seconded by Commissioner Bowen to go with the recommended property limit of 10M with ACE and move to the Finance Committee and full Commission. Motion approved 3-0-1 (Commissioner Perry was absent for the vote).

Commissioner Boland discussed the Trident coverage and it was recommended to stay with Trident for the liability coverage. Travelers Insurance was discussed in regards to fraud. Faithful Performance was not part of Travelers package. Crime is a separate policy. Fred suggested leaving out the crime part of the trident package and if Travelers comes back and offers Faithful Performance we offer it to them. If not then we stay with Trident. Fred stated he will know more by the time the Finance Committee meets and can provide an updated.

John Donaghy updated the committee on the administration building totals. The property was purchased at a little over 800K. At the time of purchase the property has a fair market value appraisal at 1.55M. With the cost of the building and improvements to the entire property of a final cost of 3.4M the property has an appraised value at 4.2M. This leaves BGJWSC right side up of \$600 thousand dollars on this building. In addition, the property includes an income from renting CVS space and another parcel on the end.

4. Legal Services Renewal

Commissioner Adams made a motion seconded by Commissioner Boland to remove item 4 from the Facilities Committee agenda. Motion approved 3-0-1 (Commissioner Perry was absent for the vote).

5. PS2030 / Popco, Inc. Change Order – T. Kline

Todd Kline discussed the Change orders for PS2030 Force Main & Water Main Improvements; *Change Order for Water Main Installation* memorandum was read and explained. The staff has reviewed the options and found it is advantages and beneficial to the JWSC water to complete the work at this time. The pricing and plan provided by the Contractor is reasonable and consistent with other work and the time constraints placed on this portion of the project. This additional amount has been adjusted to include the directional bore of the water main instead of open cut.

Commissioner Boland made a motion seconded by Commissioner Bowen to accept the proposal presented by Popco, Inc. and forward to the Finance Committee and then to the full Commission to install the water main on Sea Island Road in the manner described to be processed as a Contract Change Order for the additional amount of \$197,536.00. Motion approved 3-0-1 (Commissioner Perry was absent for the vote).

Change Order for Pump Station Control Panel Modification memorandum was read and explained. Hydrogen Sulfide (H₂S) is a colorless gas with the characteristic foul odor of rotten eggs. This is a natural byproduct that is released when wastewater become turbulent. It is heavier than air, very poisonous, corrosive and flammable. Mr. Kline continued pumpstation control panels are typically sealed from atmospheric hydrogen sulfide. Typically the method for sealing this connection has been with “duct seal” putty sealants and problems occur where direct connections from wet well to control panel exist. A major portion of this project is the total replacement of the control panel for Pumpstation 2030. At the time of the project design, BGJWSC Construction Standards did not include cable junction boxes. These junction boxes would add another distinct layer of protection from wet well to control panel transfer. A secondary benefit is the ability to more quickly and safely change out of service the pumps and controls. The plan is to revise our standards and include these in all pumpstations going forward. Staff has reviewed and found it advantageous and beneficial to the longevity and reliability of the new Pumpstation 2030 control panel to complete the work at this time. Kirk Young added this process is a proven methodology used across the country to isolate the migration of the gases. It was stated that a master electrician can install this item.

Commissioner Bowen made a motion seconded by Commissioner Elliott to accept the proposal presented by Popco, Inc. and forward to the Finance Committee and then to full Commission to install cable junction boxes in the manner described to be processed as a Contract Change Order for the additional amount of \$28,188.00. Motion approved 3-0-1 (Commissioner Perry was absent for the vote).

Change Order for Force Main Receiving Manhole Top Replacement memorandum was read and explained. The new Pumpstation 2030 force main will discharge to an existing receiving manhole at the southern entrance to Dunbar Creek WWTP. The existing ring and cover have failed to the extent that SP&M staff have temporarily shored the cover in place. Mr. Kline stated this manhole is located approximately ten feet from the shoulder of Sea Island Rd and presents a distinct hazard to the traveling public and the personnel entering the WWTP. Repair of this manhole will require replacement of the entire precast top. The staff as reviewed and found it is advantageous and beneficial to have the Contractor replace the manhole top at this time while they are mobilized. The safety hazard alone warrants this action.

Commissioner Bowen made a motion seconded by Commissioner Boland to accept the proposal presented by Popco, Inc. and forward to the Finance Committee and then to the full Commission to install a new pre-cast top in the manner described as a Contract Change for the additional amount of \$9,620.00. Motion approved 3-0-1 (Commissioner Perry was absent for the vote).

6. Mansfield St. Sewer Replacement Change Order – T. Kline

Todd Kline explained the project as a cooperative effort between the City of Brunswick and the Brunswick-Glynn Joint Water and Sewer Commission. The contract is between the City of Brunswick and J.H. Stone Construction. It was stated the BGJWSC will reimburse the City per an MOU previously set in place. The current scope of work for the sewer portion of the Mansfield Project extends to existing Pumpstation 4002 on Reynolds St. The memorandum states that upon demolition of the manhole adjacent to PS4002 it was discovered that the existing 15” gravity sewer upstream to Monck St. is in severe need of replacement. Investigation from the SP&M crews showed the sewer main to be constructed of cast iron rather than the typical materials more suited to convey wastewater (clay, coated

APPROVAL CONTINUED

ductile iron, PVC, etc.). Tuberculation over time and the corrosive effects of the wastewater has resulted in the reduction of the inside diameter of the pipe causing compromising structural instability of the main. The Contractor provided a proposal to replace this 330 ft. of gravity main showing on the map. The change order was signed/approved by Mr. Swan (Exec. Director at that time) and processed by the City per the contract document. Once the Contractor remobilized to perform the work it was discovered that the 16" force main from PS4002 did not follow the route as shown in BGJWSC records. The force main's actual location is within 5' or less of the gravity main along the entire route. In order to replace the gravity main, this section of force main will also require relocation. The staff has reviewed the options and found it to be advantageous and beneficial to have the Contractor replace the failing 15" gravity main at this time while they are mobilized. The map showing the sewer main and sewer force main was discussed. BGJWSC will be bearing the full cost of the repairs on Reynolds Sewer Replacements due to this is all sewer repairs. The other work being performed will be shared with the City for storm drainage repairs.

Commissioner Bowen made a motion seconded by Boland to accept both proposals presented by J.H. Stone, Inc. and forward to the Finance Committee and then to full Commission to be processed as Contract Change Orders for the total additional amount of \$160,924.42. Motion approved 3-0-1 (Commissioner Perry was absent for the vote).

DISCUSSION:

1. Elevated tank Inspection Update – Ed Chapman

Billy Simons introduced Ed Chapman, an independent inspector. BGJWSC contracted with Mr. Chapman to be our third party inspector for our elevated storage tank when discrepancies were found on work that was being done. He is also working on washouts and inspections of ground storage tanks. Mr. Chapman stated he is an engineer and routinely checks water tanks. There were several issues found on the current services. It was recommended to continue pressing the issue to complete the work that was originally expected since this work was previously paid for. Mr. Chapman discussed water tank maintenance and quality control. He recommended to have a third party inspector on all work done especially if there is a contract. Tank maintenance companies typically use a coating called Tnemec brand paint is used on 99% on all water tanks. The 73 Series paint usually provides a 10 year life. If BGJWSC chooses not to have a maintenance contract, the work being performed now will last approx. 5 years. At that time the water company could contract the work out when needed. Maintenance programs usually run 20 years and should provide a wash out every 2 years and paint every 10 years. It was discussed that there are approx. 10 elevated tanks. Mr. Chapman stated the tanks are in fairly good shape. It was stated that the current contract holder, Utilities Service, has been notified of termination of the contract and the plan to set up for an RFP when contract is up on August 1st which they can also place a bid. Pam Crosby stated next we plan to have a tank contractor present the pros and cons to have a contract. In April the RFP will be presented and it should be a requirement to evaluate each/all tanks and what the contractor would do to rectify. Doing this will help to measure work.

2. Property Marketing Update – P. Crosby

Pam Crosby updated the committee on the marketing summary on 1709 Gloucester. This is the proposed rental space. Driggers Realty provided a report and it was discussed on the activity. The inside build-out was discussed that the renter will pay for this expense. It was noted that the picture needs to be updated to show the new windows and construction and the signage is not visible from the street. These items were requested that the realtor update.

3. R & R Funding Update – T. Kline

Todd Kline and John Donaghy discussed the Repair and Replacement projects. The spreadsheet provided the estimated costs and there was discussed on the future project lists. These projects usually stay on the list until fiscal year end. The implementation of Cityworks/Innoprise will help divide completed projects to those still being worked on. The numbered projects were discussed. Epworth Acres were noted as needing a way to be funded that's not part of the projects. There are no expansion dollars devoted to it at this time. The same issue with Rose Dr. and Arco area. The tap fees were discussed for those getting off of septic. John stated these projects are substantial investments to the infrastructure and the need to develop ways to become a financial conduit for those areas in order to not tie up funds.

4. Flow Meters Update – K. Young & T. Kline

Todd Kline stated the Flow Meters are for the pumpstations. Kirk Young addressed the Committee and updated them on the Flow Meters received and on order. These are part of the EPD corrective action plan requirement. The costs are approx. 90K for an estimated 6 year installment to the 160 lift stations. It was stated that the staff has created an installment process and have begun at the 2032 basin. Mag meters are very accurate but need to be full in order to read accurately. Kirk stated it would be in our best interest to place this project out for an RFP as JWSC does not have the staff to install the required 25 per year to be within the EPD requirement. The other pumpstations earmarked for installment are 4039 and 4010. The data obtained from these Flow Meters are very important to provide cooperation with other pump stations and collected via SCADA.

5. Academy Creek Former DAF Facility Remediation Proposal Review – P. Crosby

Pam Crosby presented to the Committee regarding the remediation for Academy Creek. Three remediation providers were contacted to diagnose the situation. Savannah Analytical & Consulting Services (SACS) was used as a third party consulting service and provided a protocol plan. The staff invited both companies, Servpro or Brunswick and Paul Davis Emergency Services to provide presentations and details of project work. The DAF facility was noted to be the previous dewatering area where the sludge thickening tanks used were and is now empty but and kept locked. Pam stated there are plans to use this facility for storage, warehouse space, storm support or classrooms. Kirk explained the process to excavate the habitans without harming them. It was stated that the Paul Davis Company was most comprehensive and experienced.

Commissioner Boland made a motion seconded by Commissioner Adams to forward to the Finance Committee then to the full Commission.

Director's Update

Meeting was adjourned at 4:06 pm.

Attest:


Sandra Egan, Clerk


Ronnie Perry, Chairman