



Brunswick-Glynn County Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick GA 31520
Thursday, November 7, 2019 at 2:00 pm
Commission Meeting Room

COMMISSION MEETING AGENDA

AMENDED

Call to Order

Invocation

Pledge

PUBLIC COMMENT PERIOD

Public Comments will be limited to 3 minutes per speaker. Comments are to be limited to relevant information regarding your position and should avoid being repetitious. Individuals should sign in stating your name, address and the subject matter on which you wish to speak. Your cooperation in this process will be greatly appreciated.

EXECUTIVE SESSION - Personnel

COMMITTEE UPDATES

Facilities Committee – Chairman Turnipseed

Finance Committee – Commissioner Copeland

Communications Committee – Commissioner Stephens

Human Resources Committee – Commissioner Elliott

Legislative Committee – Commissioner Harvey

Economic Development Committee – Commissioner Duncan

Emergency Preparedness Committee – Commissioner Stephens

APPROVAL

1. **Minutes from October 17, 2019 Regular Meeting** (*subject to any necessary changes*)
2. **Minutes from October 17, 2019 Executive Session** (*subject to any necessary changes*)
3. **Christmas Gift Cards for JWSC Staff** – F. Wilson
4. **Altama / Sea Palms CIPP Award** – A. Burroughs
5. **Executive Director Contract** – C. Dorminy

DISCUSSION

1. **Banking RFP Update** – A. Burroughs
2. **Revised Audit Report** – J. Donaghy

EXECUTIVE DIRECTOR'S UPDATE

CHAIRMAN'S UPDATE

EXECUTIVE SESSION

MEETING ADJOURNED

*All citizens are invited to attend.
There is a possibility of a quorum of a quorum of City or County Commissioners being present.*



**Brunswick-Glynn County Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Thursday, November 7, 2019 at 2:00 PM**

COMMISSION MINUTES

PRESENT: **G. Ben Turnipseed, Chairman**
 Donald Elliott, Commissioner
 Tripp Stephens, Commissioner
 Wayne Neal, Commissioner
 Cornell L. Harvey, Commissioner
 Bob Duncan, Commissioner

ALSO PRESENT: **Andrew Burroughs, Executive Director**
 Charles Dorminy, Legal Counsel HBS
 Todd Kline, Director of Engineering
 Pam Crosby, Director of Procurement
 LaDonnah Roberts, Senior Financial Analyst
 Jay Sellers, Director of Administration
 Janice Meridith, Exec. Commission Administrator

MEDIA PRESENT: **Taylor Cooper, The Brunswick News**
 Pamela Permar Shierling, The Islander

ABSENT: **Steve Copeland, Vice-Chairman**

Chairman Turnipseed called the meeting to order at 2:00 PM.

Chairman Turnipseed provided the invocation and Commissioner Stephens led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Chairman Turnipseed opened the public comment period.

Monica Smith, Debt Inherited Lift Station to serve Colonels Island Area – Mrs. Smith spoke on the lift station that was built to serve the Colonel’s Island area. She requested for the Commission to provide an update in the near future on the amount of the service that is being provided through that lift station to Colonel’s Island and to consider particularly whether or not the new development of an additional car wash to accommodate 400 cars per day over on the south side of Highway 17 is also going to be connected into the system to ensure that the wastewater from that is going to be properly treated and not discharged into the marshes or the ocean.

There being no additional citizens for public comment, Chairman Turnipseed closed the public comment period.

EXECUTIVE SESSION #1 - Personnel

Commissioner Elliott made a motion seconded by Commissioner Duncan to enter into Executive Session. Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

Return to Regular Session.

Commissioner Neal made a motion seconded by Commissioner Duncan to return to Regular Session. Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

Chairman Turnipseed requested a motion to amend the agenda.

Commissioner Stephens made a motion seconded by Commissioner Harvey to amend the agenda to reflect what is on the revised posting. Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

Chairman Turnipseed requested a motion to excuse Commissioner Copeland from the meeting.

Commissioner Stephens made a motion seconded by Commissioner Harvey to excuse Commissioner Copeland from the meeting. Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

COMMITTEE UPDATES

Facilities Committee – Chairman Turnipseed provided that the next Facilities Committee Meeting would be held on November 20th at 3:00 p.m.

Finance Committee – Chairman Turnipseed provided that the next Finance Committee Meeting would be held on November 20th at 1:45 p.m.

Human Resources – Commissioner Elliott provided that the next Human Resources Committee Meeting would be held on November 13th at 10:30 a.m.

APPROVAL

1. Minutes from the October 17, 2019 Regular Commission Meeting

Commissioner Harvey made a motion seconded by Commissioner Duncan to approve the minutes from the October 17, 2019 Regular Commission Meeting. Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

2. Minutes from the October 17, 2019 Executive Session

Commissioner Neal made a motion seconded by Commissioner Duncan to approve the minutes from the October 17, 2019 Executive Session. Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

3. Christmas Gift Cards for JWSC Staff – F. Wilson

Frances Wilson advised the Commissioners that in the years past the Commission has given gift cards to its employees as a token of appreciation and thanks. She noted that the cost of the cards are included in the fiscal year budget. There will be a total of 155 cards at \$25.00 each for a total of \$3,875.00

Commissioner Neal made a motion seconded by Commissioner Duncan to move that the Brunswick-Glynn County Joint Water and Sewer Commission provide employees with a gift card in the amount of \$25 to Walmart. The total number of cards would be 155, for a cost of \$3,875.

Chairman Turnipseed inquired as to when the staff would receive the gift cards and Mrs. Wilson replied that it would be with the payroll of December 6th.

Commissioner Stephens commented that typically when a large number of cards are purchased there would be a discount on the price. Mrs. Wilson responded that Wal-Mart does not give a discount for them.

Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

4. Altama / Sea Palms CIPP Award – A. Burroughs

Chairman Turnipseed requested that this item be deferred until the Facilities Committee Meeting on November 20th.

Commissioner Elliott made a motion seconded by Commissioner Neal that this item be deferred until the Facilities Committee Meeting. Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

5. Executive Director Contract – C. Dorminy

Commissioner Harvey made a motion seconded by Commissioner Neal to authorize the Chairman to enter into a contract with Andrew Burroughs as the Executive Director. Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

Chairman Turnipseed congratulated Mr. Burroughs.

Mr. Burroughs responded that he appreciated it and the confidence the Commission has in him.

Chairman Turnipseed commented that he wanted to thank Teamwork Services for their assistance in advertising for this position and for working with the people who had applied for the position, and also for setting up the interview process. The Chairman also thanked the Human Resources Committee for their work in conducting the telephone interviews and the entire Commission for conducting the interviews for the 3 finalists for this position. He added that there were three excellent final candidates and we have an excellent Executive Director that we look forward to working with and are looking for JWSC to really move forward and prosper under his leadership. The Chairman noted that he hoped everyone will support Mr. Burroughs and that the staff has shown their support for him, and added his appreciation for everything Mr. Burroughs has done in the interim.

DISCUSSION

1. Banking Services RFP Update – A. Burroughs

Mr. Burroughs provided that the responses for the Banking Services RFP had been received on Tuesday. Five proposals were received. He advised that there were three types of services requested for in the RFP, banking services, merchant services and investment services, and he added that not all proposals included all three services. Mr. Burroughs said that there were three submissions for banking services, four submissions for merchant services and two submissions for investment services. Interviews are scheduled to be held with all five of the proposers on November 13th and 14th. The scoring committee will conduct the hour long interviews with hopes of making a recommendation prior to the end of the year.

Commissioner Elliott commented that he had one request which was that the scoring team include current services and the costs therein. He noted that they do not have to award a contract, but it needs to be clear that we need to make a change because we get a better deal if that is what we choose to do. Mr. Burroughs agreed and mentioned that cost was included in the scoring criteria that was posted. He added that there was very detailed criteria for this, knowing that it is a large decision.

Commissioner Stephens inquired if it would be reviewed with the Finance Committee before going on to the full Commission, and Mr. Burroughs confirmed it would be. Commissioner Stephens asked if it would be reviewed at the next Finance Committee Meeting and Mr. Burroughs replied that it was unlikely, and would be reviewed at the December meeting.

2. Revised Audit Report for Fiscal Year 2019 – L. Roberts

Mrs. Roberts recalled for the Commissioners that at the last meeting Mr. Donaghy presented the auditor's report and there was a question raised concerning a variance between some figures shown for the salaries, wages and overtime versus what the actuary had termed covered payroll. She added that Mr. Donaghy had explained at that meeting that the variance had resulted from the actuary using calendar year figures versus our budget and audit being for fiscal year data. Mrs. Roberts also recalled that at that meeting the request was made that the finance team coordinate with the audit team to revise the Management's Discussion and Analysis portion to include a note that clarified that. The notation was made and a revised copy of the report had been received from the auditors. Mrs. Roberts provided that this notation did not change the auditor's opinion on that particular report, and the updated package has been distributed to the City of Brunswick, Glynn County, the Georgia Department of Community Affairs, the Municipal Securities Rulemaking Board as well as the Georgia Department of Audits and Accounts in order to fulfill JWSC's reporting requirements to those agencies.

EXECUTIVE DIRECTOR'S UPDATE

Mr. Burroughs advised that the Ridgewood Water Production Facility Pre-Bid Meeting was scheduled for the next Wednesday with hopes for a good attendance. He added that it is a mandatory meeting for the bidders and would help in knowing how large the bidder pool is. Mr. Burroughs commented that there are two customer service issues staff was proud to report. Staff has been testing both paperless billing and recurring payments being auto-drafted for the last couple of months with a group of customers and the process has gone very well, so these services are now able to be offered to any customer who chooses them. He mentioned that this was an issue that had been brought up at one of the Town Hall Meetings and the customer service staff will be happy to set up customers. Mr. Burroughs reminded the Commission that the annual State of the County luncheon was coming up on the 20th. He updated that the Grand Jury process is wrapping up and the announcement for JWSC's position will be on November 20th as well. Mr. Burroughs then congratulated Commissioner Stephens on having been named the Vice-President for Support Services at the hospital and noted this was a tremendous accomplishment.

Commissioner Stephens asked Mr. Burroughs about the status of the commercial deposit refunds and the ordinance changes. Mr. Burroughs provided that the ordinance changes had been passed at JWSC and are still under review by the city and the county. He added that he spoke with the city and county attorneys this week about this matter and they are working on it.

Chairman Turnipseed asked Mr. Burroughs when the bids would be received on the Ridgewood Well, and Mr. Burroughs replied that the bids are due back on December 5th.

CHAIRMAN'S UPDATE

Chairman Turnipseed commented that he had no further update other than he was glad the Commission had gone through the process and has a fine Executive Director.

EXECUTIVE SESSION #2 – Property & Litigation


Commissioner Duncan made a motion seconded by Commissioner Harvey to enter into Executive Session to discuss Property & Litigation with no vote to be taken after. Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

Return to Regular Session.

Commissioner Duncan made a motion seconded by Commissioner Stephens to return to Regular Session. Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

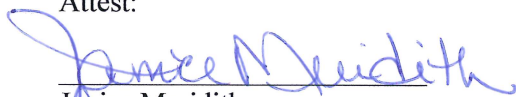
Commissioner Harvey made a motion seconded by Commissioner Neal to adjourn the meeting. Motion carried 6-0-1. (Commissioner Copeland was absent from the meeting.)

There being no additional business to bring before the Commission, Chairman Turnipseed adjourned the meeting at 3:00 p.m.



G. Ben Turnipseed, Chairman

Attest:



Janice Meridith,
Executive Commission Administrator



Brunswick-Glynn County Joint Water and Sewer Commission

MEMORANDUM

To: JWSC Commissioners
From: Frances R. Wilson, Senior Accountant
Cc: Interim Executive Director, Andrew Burroughs
Date: November 7, 2019
Re: Christmas Gift Cards

Background:

The Brunswick-Glynn County Joint Water and Sewer Commission has in past years given employees a Christmas gift card as an expression of appreciation and thanks. The cost of the cards are included in the Fiscal Year 2020 budget. The gift cards will be distributed on December 6, 2019 with payroll.

Recommendation:

The staff of the JWSC recommends that the Brunswick-Glynn County Joint Water and Sewer Commission provide employees with a gift card in the amount of \$25 to Walmart. The total number of cards would be 155, for a cost of \$3,875.

Motion:

"I move that the Brunswick-Glynn County Joint Water and Sewer Commission provide employees with a gift card in the amount of \$25 to Walmart. The total number of cards would be 155, for a cost of \$3,875."



Brunswick-Glynn County Joint Water and Sewer Commission

Memo

To: Brunswick-Glynn County Joint Water and Sewer Commission
From: Andrew Burroughs, Interim Executive Director
Date: Thursday, November 7, 2019
Re: APPROVAL - Contract Award – CIPP Repairs – Altama Avenue Corridor and Sea Palms Development

Background

JWSC released Invitation for Bid No. 20-008, CIPP Repairs – Altama Avenue Corridor and Sea Palms Development on Friday, September 27, 2019. Bid No. 20-008 combined work from two approved capital projects, Altama Avenue CIPP and Sea Palms CIPP. The projects were combined for bidding purposes, but each project will be paid with the approved funding. The Scope of Work includes the inspection, cleaning and rehabilitation of approximately 12,475 linear feet of various size sewer pipe in these areas. This project is intended to reduce various I/I related issues throughout the JWSC service area.

Staff Report

Six (6) firms responded with bids on Tuesday, November 5, 2019. The results are listed below:

Firm	Bid Price
IPR Southeast, LLC	\$599,937.45
Insituform Technologies, LLC	\$613,163.40
SAK Construction, LLC	\$742,666.00
CaJenn Construction and Rehabilitation Services Inc.	\$770,154.00
Bio-Nomic Services, Inc.	\$781,877.37
Gulf Coast Underground, LLC	\$856,852.26

The \$599,937.45 amount submitted by IPR Southeast, LLC., is reasonable and acceptable to staff and in line with the pricing submitted from the other proposers for the anticipated scope of services and overall project timeline of one-hundred fifty (150) days for completion. BGJWSC anticipates all work for this project to be completed no later than May 31, 2020.

Funding

Project Name	Total Approved Budget	Remaining	Contract Award	New Balance
Altama Avenue CIPP	\$625,000.00	\$625,000.00	\$349,440.20	\$275,559.80
Sea Palms CIPP	\$561,795.00	\$561,795.00	\$250,497.25	\$311,297.75

Recommended Action

Staff recommends entering into a contract with IPR Southeast, LLC., in the amount of \$599,937.45 for CIPP Repairs to the Altama Avenue Corridor and Sea Palms Development.

Recommended Motion

"I move that the Brunswick Glynn County Joint Water Sewer Commission enter into a contract with IPR Southeast, LLC., in the amount of \$599,937.45 for the CIPP Repairs to the Altama Avenue Corridor and Sea Palms Development project."

Enclosures:

Bid Tabulation

Brunswick-Glynn Joint Water & Sewer Commission
IFB No. 20-008
Altama Avenue & Sea Pams CIPP

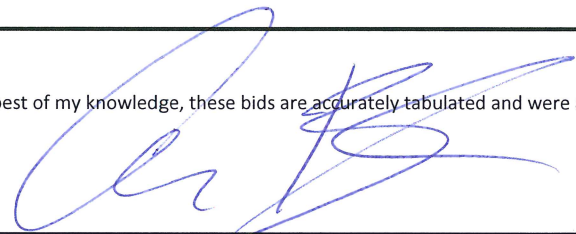
ALTAMA AVENUE CURED-IN-PLACE PIPE REHAB				IPR Southeast, LLC		Insituform Technologies, LLC		SAK Construction, LLC		CaJenn Construction & Rehabilitation Services Inc.		Bio-Nomic Services, Inc.		Gulf Coast Underground, LLC	
Item	Description	Quantity	Units	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization	1	LS	\$ 7,000.00	\$ 7,000.00	\$ 33,080.30	\$ 33,080.30	\$ 26,000.00	\$ 26,000.00	\$ 10,000.00	\$ 10,000.00	\$ 3,500.00	\$ 3,500.00	\$ 85,213.00	\$ 85,213.00
2	Bypass Pumping	1	LS	\$ 6,500.00	\$ 6,500.00	\$ 64,636.60	\$ 64,636.60	\$ 15,000.00	\$ 15,000.00	\$ 30,000.00	\$ 30,000.00	\$ 12,000.00	\$ 12,000.00	\$ 29,500.00	\$ 29,500.00
3	Traffic Control	1	LS	\$ 4,500.00	\$ 4,500.00	\$ 14,162.20	\$ 14,162.20	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 7,000.00	\$ 7,000.00	\$ 27,000.00	\$ 27,000.00
4	Sanitary Sewer Mainline Pre-Cleaning Inspection ≤ 12" Diameter	1778	LF	\$ 1.25	\$ 2,222.50	\$ 1.10	\$ 1,955.80	\$ 2.00	\$ 3,556.00	\$ 1.50	\$ 2,667.00	\$ 0.75	\$ 1,333.50	\$ 0.50	\$ 889.00
5	Sanitary Sewer Mainline Pre-Cleaning Inspection > 12" Diameter	2564	LF	\$ 1.50	\$ 3,846.00	\$ 2.10	\$ 5,384.40	\$ 2.00	\$ 5,128.00	\$ 2.00	\$ 5,128.00	\$ 0.75	\$ 1,923.00	\$ 0.50	\$ 1,282.00
6	Sanitary Sewer Mainline Cleaning ≤ 12" Diameter	1778	LF	\$ 1.25	\$ 2,222.50	\$ 1.60	\$ 2,844.80	\$ 3.00	\$ 5,334.00	\$ 1.50	\$ 2,667.00	\$ 1.00	\$ 1,778.00	\$ 2.00	\$ 3,556.00
7	Sanitary Sewer Mainline Cleaning > 12" Diameter	2564	LF	\$ 3.30	\$ 8,461.20	\$ 2.60	\$ 6,666.40	\$ 5.00	\$ 12,820.00	\$ 2.00	\$ 5,128.00	\$ 1.00	\$ 2,564.00	\$ 7.00	\$ 17,948.00
8	Sanitary Sewer Mainline Post-Cleaning Inspection ≤ 12" Diameter	1778	LF	\$ 1.00	\$ 1,778.00	\$ 0.10	\$ 177.80	\$ 1.00	\$ 1,778.00	\$ 1.50	\$ 2,667.00	\$ 0.75	\$ 1,333.50	\$ 0.50	\$ 889.00
9	Sanitary Sewer Mainline Post-Cleaning Inspection > 12" Diameter	2564	LF	\$ 1.00	\$ 2,564.00	\$ 0.10	\$ 256.40	\$ 1.00	\$ 2,564.00	\$ 1.50	\$ 3,846.00	\$ 1.00	\$ 2,564.00	\$ 0.50	\$ 1,282.00
10	8" CIPP Mainline Rehabilitation	1186	LF	\$ 24.75	\$ 29,353.50	\$ 31.10	\$ 36,884.60	\$ 41.00	\$ 48,626.00	\$ 30.00	\$ 35,580.00	\$ 60.50	\$ 71,753.00	\$ 48.80	\$ 57,876.80
11	10" CIPP Mainline Rehabilitation	491	LF	\$ 39.50	\$ 19,394.50	\$ 41.40	\$ 20,327.40	\$ 43.00	\$ 21,113.00	\$ 32.00	\$ 15,712.00	\$ 81.40	\$ 39,967.40	\$ 58.94	\$ 28,939.54
12	12" CIPP Mainline Rehabilitation	101	LF	\$ 79.00	\$ 7,979.00	\$ 49.90	\$ 5,039.90	\$ 45.00	\$ 4,545.00	\$ 55.00	\$ 5,555.00	\$ 103.40	\$ 10,443.40	\$ 74.71	\$ 7,545.71
13	15" CIPP Mainline Rehabilitation	383	LF	\$ 82.00	\$ 31,406.00	\$ 36.70	\$ 14,056.10	\$ 51.00	\$ 19,533.00	\$ 69.00	\$ 26,427.00	\$ 57.20	\$ 21,907.60	\$ 56.15	\$ 21,505.45
14	18" CIPP Mainline Rehabilitation	319	LF	\$ 85.00	\$ 27,115.00	\$ 50.10	\$ 15,981.90	\$ 86.00	\$ 27,434.00	\$ 95.00	\$ 30,305.00	\$ 75.90	\$ 24,212.10	\$ 60.00	\$ 19,140.00
15	24" CIPP Mainline Rehabilitation	1862	LF	\$ 99.00	\$ 184,338.00	\$ 83.70	\$ 155,849.40	\$ 126.00	\$ 234,612.00	\$ 125.00	\$ 232,750.00	\$ 115.50	\$ 215,061.00	\$ 125.00	\$ 232,750.00
16	Sanitary Sewer Mainline Heavy Sewer Cleaning ≤ 12" Diameter	1	SEGMENT	\$ 530.00	\$ 530.00	\$ 528.90	\$ 528.90	\$ 100.00	\$ 100.00	\$ 800.00	\$ 800.00	\$ 50.00	\$ 50.00	\$ 600.00	\$ 600.00
17	Sanitary Sewer Mainline Heavy Sewer Cleaning > 12" Diameter	1	SEGMENT	\$ 1,070.00	\$ 1,070.00	\$ 1,057.80	\$ 1,057.80	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 7,500.00	\$ 7,500.00	\$ 1,800.00	\$ 1,800.00
18	Sanitary Sewer Mainline Deposit Cut ≤ 12" Diameter	1	SEGMENT	\$ 540.00	\$ 540.00	\$ 528.90	\$ 528.90	\$ 100.00	\$ 100.00	\$ 2,800.00	\$ 2,800.00	\$ 7,000.00	\$ 7,000.00	\$ 300.00	\$ 300.00
19	Sanitary Sewer Mainline Deposit Cut > 12" Diameter	1	SEGMENT	\$ 1,060.00	\$ 1,060.00	\$ 1,057.80	\$ 1,057.80	\$ 2,000.00	\$ 2,000.00	\$ 1,800.00	\$ 1,800.00	\$ 7,500.00	\$ 7,500.00	\$ 300.00	\$ 300.00
20	Sanitary Sewer Mainline Root Cut Medium ≤ 12" Diameter	1	SEGMENT	\$ 530.00	\$ 530.00	\$ 528.90	\$ 528.90	\$ 100.00	\$ 100.00	\$ 1,000.00	\$ 1,000.00	\$ 50.00	\$ 50.00	\$ 300.00	\$ 300.00
21	Sanitary Sewer Mainline Root Cut Medium > 12" Diameter	1	SEGMENT	\$ 1,070.00	\$ 1,070.00	\$ 1,057.80	\$ 1,057.80	\$ 200.00	\$ 200.00	\$ 1,500.00	\$ 1,500.00	\$ 50.00	\$ 50.00	\$ 300.00	\$ 300.00
22	Sanitary Sewer Mainline Root Cut Ball ≤ 12" Diameter	1	SEGMENT	\$ 800.00	\$ 800.00	\$ 793.40	\$ 793.40	\$ 100.00	\$ 100.00	\$ 1,000.00	\$ 1,000.00	\$ 50.00	\$ 50.00	\$ 300.00	\$ 300.00
23	Sanitary Sewer Mainline Root Cut Ball > 12" Diameter	1	SEGMENT	\$ 1,340.00	\$ 1,340.00	\$ 1,322.30	\$ 1,322.30	\$ 200.00	\$ 200.00	\$ 1,500.00	\$ 1,500.00	\$ 50.00	\$ 50.00	\$ 300.00	\$ 300.00
24	Sanitary Sewer Mainline Lateral Cut ≤ 12" Diameter	1	EACH	\$ 530.00	\$ 530.00	\$ 528.90	\$ 528.90	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 200.00	\$ 200.00	\$ 300.00	\$ 300.00
25	Sanitary Sewer Mainline Lateral Cut > 12" Diameter	1	EACH	\$ 590.00	\$ 590.00	\$ 581.80	\$ 581.80	\$ 500.00	\$ 500.00	\$ 300.00	\$ 300.00	\$ 200.00	\$ 200.00	\$ 300.00	\$ 300.00
26	Service Connection Reinstatement	18	EACH	\$ 90.00	\$ 1,620.00	\$ 135.60	\$ 2,440.80	\$ 350.00	\$ 6,300.00	\$ 250.00	\$ 4,500.00	\$ 200.00	\$ 3,600.00	\$ 180.00	\$ 3,240.00
27	Dye Testing of Existing Service Connections	18	EACH	\$ 60.00	\$ 1,080.00	\$ 105.80	\$ 1,904.40	\$ 250.00	\$ 4,500.00	\$ 250.00	\$ 4,500.00	\$ 70.00	\$ 1,260.00	\$ 20.00	\$ 360.00
SUBTOTAL				\$349,440.20		\$389,635.70		\$454,393.00		\$444,382.00		\$444,850.50		\$543,716.50	

SEA PALMS CURED-IN-PLACE PIPE REHAB

Item	Description	Quantity	Units	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization	1	LS	\$ 4,500.00	\$ 4,500.00	\$ 25,189.60	\$ 25,189.60	\$ 13,000.00	\$ 13,000.00	\$ 7,500.00	\$ 7,500.00	\$ 5,000.00	\$ 5,000.00	\$ 14,991.25	\$ 14,991.25
2	Bypass Pumping	1	LS	\$ 3,500.00	\$ 3,500.00	\$ 1,204.70	\$ 1,204.70	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1.00	\$ 1.00	\$ 500.00	\$ 500.00
3	Traffic Control	1	LS	\$ 500.00	\$ 500.00	\$ 3,467.20	\$ 3,467.20	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 500.00	\$ 500.00	\$ 1,500.00	\$ 1,500.00
4	Sanitary Sewer Mainline Pre-Cleaning Inspection ≤ 12" Diameter	8133	LF	\$ 1.25	\$ 10,166.25	\$ 1.60	\$ 13,012.80	\$ 2.00	\$ 16,266.00	\$ 1.50	\$ 12,199.50	\$ 0.33	\$ 2,683.89	\$ 0.50	\$ 4,066.50
5	Sanitary Sewer Mainline Cleaning ≤ 12" Diameter	8133	LF	\$ 1.25	\$ 10,166.25	\$ 0.50	\$ 4,066.50	\$ 3.00	\$ 24,399.00	\$ 1.50	\$ 12,199.50	\$ 0.33	\$ 2,683.89	\$ 2.00	\$ 16,266.00
6	Sanitary Sewer Mainline Post-Cleaning Inspection ≤ 12" Diameter	8133	LF	\$ 1.00	\$ 8,133.00	\$ 0.10	\$ 813.30	\$ 1.00	\$ 8,133.00	\$ 1.00	\$ 8,133.00	\$ 0.33	\$ 2,683.89	\$ 0.25	\$ 2,033.25
7	8" CIPP Mainline Rehabilitation	8133	LF	\$ 24.75	\$ 201,291.75	\$ 19.70	\$ 160,220.10	\$ 25.00	\$ 203,325.00	\$ 30.00	\$ 243,990.00	\$ 37.40	\$ 304,174.20	\$ 31.72	\$ 257,978.76
8	Sanitary Sewer Mainline Heavy Sewer Cleaning ≤ 12" Diameter	1	SEGMENT	\$ 320.00	\$ 320.00	\$ 793.40	\$ 793.40	\$ 100.00	\$ 100.00	\$ 500.00	\$ 500.00	\$ 50.00	\$ 50.00	\$ 600.00	\$ 600.00
9	Sanitary Sewer Mainline Deposit Cut ≤ 12" Diameter	1	SEGMENT	\$ 320.00	\$ 320.00	\$ 793.40	\$ 793.40	\$ 100.00	\$ 100.00	\$ 1,000.00	\$ 1,000.00	\$ 50.00	\$ 50.00	\$ 300.00	\$ 300.00
10	Sanitary Sewer Mainline Root Cut Medium ≤ 12" Diameter	1	SEGMENT	\$ 320.00	\$ 320.00	\$ 793.40	\$ 793.40	\$ 100.00	\$ 100.00	\$ 500.00	\$ 500.00	\$ 50.00	\$ 50.00	\$ 300.00	\$ 300.00
11	Sanitary Sewer Mainline Root Cut Ball ≤ 12" Diameter	1	SEGMENT	\$ 530.00	\$ 530.00	\$ 793.40	\$ 793.40	\$ 100.00	\$ 100.00	\$ 500.00	\$ 500.00	\$ 50.00	\$ 50.00	\$ 300.00	\$ 300.00
12	Sanitary Sewer Mainline Lateral Cut ≤ 12" Diameter	1	EACH	\$ 530.00	\$ 530.00	\$ 528.90	\$ 528.90	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 200.00	\$ 200.00	\$ 300.00	\$ 300.00
13	Service Connection Reinstatement	70	EACH	\$ 90.00	\$ 6,300.00	\$ 116.40	\$ 8,148.00	\$ 100.00	\$ 7,000.00	\$ 250.00	\$ 17,500.00	\$ 200.00	\$ 14,000.00	\$ 180.00	\$ 12,600.00
14	Dye Testing of Existing Service Connections	70	EACH	\$ 56.00	\$ 3,920.00	\$ 52.90	\$ 3,703.00	\$ 150.00	\$ 10,500.00	\$ 200.00	\$ 14,000.00	\$ 70.00	\$ 4,900.00	\$ 20.00	\$ 1,400.00
SUBTOTAL				\$250,497.25		\$223,527.70		\$288,273.00		\$325,772.00		\$337,026.87		\$313,135.76	

TOTAL	\$599,937.45	\$613,163.40	\$742,666.00	\$770,154.00	\$781,877.37	\$856,852.26
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To the best of my knowledge, these bids are accurately tabulated and were accepted in accordance with applicable regulations.



Andrew Burroughs, P.E., Georgia Registration No. 042863



Brunswick-Glynn County Joint Water and Sewer Commission

1703 Gloucester St., Brunswick, Georgia, 31520

Phone: (912) 261-7110 Fax: (912) 261-7178

www.bgjwsc.org

To: JWSC Commissioners
From: John D. Donaghy, Director of Finance
Cc: Andrew Burroughs, Interim Executive Director
Date: November 7, 2019
Re: Revised June 30, 2019 Audit Report

At its meeting on October 17, 2019 the JWSC is requested that an additional comment be included in the Management Discussion Analysis to clarify the difference in Personnel Services of \$11,466,070 reported on pages 5 and 13 of the original report versus the covered payroll of \$7,794,901 reported on page 34 of the original report.

The following has been included in the Management Discussion and Analysis, beginning on page 7, and the auditors have reissued their report to reflect the additional information:

Personnel Services – These costs consist of the following:

	<u>2019</u>	<u>2018</u>
Salaries, Wages and Overtime	\$ 7,866,222	\$ 7,918,208
Group Insurance	1,915,468	1,580,496
Pension	594,181	528,285
FICA and Medicare	561,470	569,635
Workers Compensation Insurance	295,721	290,767
Personnel Administration	143,923	168,137
Temporary Services	44,338	101,313
Commissioner Stipends	30,000	30,000
Other Employee Benefits	14,746	23,191
	<u>\$ 11,466,070</u>	<u>\$ 11,210,033</u>

As stated in Note 7 – Defined Pension Plan, “calculations are based on the substantive plan in effect as of September 30, 2018”. The timing differences between the actuarial valuation and the fiscal year of the JWSC results in a difference between salaries, wages and overtime in the financial statements and covered payroll as stated in the Schedule of Commission’s Contributions of \$71,321 and \$364,202 for 2019 and 2018, respectively. Employee turnover, retirements, merit based wage adjustments and changes in accruals for wages and compensated absences between the plan date and the fiscal year date also contribute to the differences.
