



Brunswick-Glynn Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick GA 31520
Thursday, May 20, 2021 at 2:00 pm
Commission Meeting Room

COMMISSION MEETING AGENDA

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.

EMPLOYEE RECOGNITION

Jonathan Lai, Water Operator Class 2 – C. Harvey / D. Bankston

Annette Cornely, Wastewater Collection System Operator – C. Harvey / T. Kline

Mike Fields, Wastewater Collection System Operator – C. Harvey / T. Kline

Todd Kline, Wastewater Collection System Operator – C. Harvey / T. Kline

COMMITTEE UPDATES

Facilities Committee – Chairman Turnipseed

Finance Committee – Commissioner Duncan

APPROVAL

- 1. Minutes from April 15, 2021 Regular Meeting (*subject to any necessary changes*)**
- 2. Sea Palms/Altama CIPP Project Change Order No. 1 – A. Burroughs**
- 3. ATS Installation Change Order No. 1 – A. Burroughs**
- 4. Infrastructure Dedications – T. Kline**
- 5. Total Compensation Study Contract Award – A. Burroughs**
- 6. Audit Services Contract Award – L. Roberts**
- 7. Leak Adjustment – A. Burroughs**

DISCUSSION

- 1. Consent Agenda Process**

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 City or County Commissioners being present.*



**Brunswick-Glynn Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Thursday, May 20, 2021 at 2:00 PM**

COMMISSION MINUTES

PRESENT: G. Ben Turnipseed, Chairman
Bob Duncan, Vice-Chairman
Charles Cook, Commissioner
Cornell L. Harvey, Commissioner
Wayne Neal, Commissioner
Tripp Stephens, Commissioner

ALSO PRESENT: Andrew Burroughs, Executive Director
Charlie Dorminy, HBS Legal Counsel
LaDonnah Roberts, Deputy Executive Director
Todd Kline, Director of Engineering
Jay Sellers, Director of Administration
Frances Wilson, Senior Accountant
Christa Free, Procurement Coordinator

ABSENT: Chad Strickland, Commissioner

MEDIA PRESENT: Gordon Jackson, The Brunswick News

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

Commissioner Neal provided the invocation and Commissioner Duncan led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Chairman Turnipseed opened the public comment period.

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

Chairman Turnipseed requested a motion to excuse Commissioner Strickland from the Commission meeting due to a previous engagement.

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

EMPLOYEE RECOGNITION

Jonathan Lai, Water Operator Class 2 Certification

Commissioner Harvey congratulated Jonathan Lai for his efforts in obtaining his Water Operator Class 2 Certification and for being part of the JWSC staff. Commissioner Harvey read the statement on the certificate presented to Mr. Lai. Water Production Superintendent Donnie Bankston was present to congratulate Mr. Lai.

Annette Cornely, Wastewater Collection System Operator Certification

Commissioner Harvey congratulated Annette Cornely for her efforts in obtaining her Wastewater Collection System Operator Certification and for being part of the JWSC staff. Commissioner Harvey read the statement on the certificate presented to Ms. Cornely, and Ms. Cornely thanked her Superintendent, Todd Kline for the opportunity to receive her license. Mr. Kline was present to congratulate Ms. Cornely.

Mike Fields, Wastewater Collection System Operator Certification

Commissioner Harvey congratulated Mike Fields on his efforts in obtaining his Wastewater Collection System Operator Certification and for being part of the JWSC staff. Commissioner Harvey read the statement on the certificate presented to Mr. Fields. Planning and Construction Superintendent Todd Kline was present to congratulate Mr. Fields.

Todd Kline, Wastewater Collection System Operator Certification

Commissioner Harvey congratulated Todd Kline on his efforts in obtaining his Wastewater Collection System Operator Certification and for being part of the JWSC staff. Commissioner Harvey read the statement on the certificate presented to Mr. Kline. Mr. Kline expressed his gratitude for being able to complete his training and receive his certification.

COMMITTEE UPDATES

Facilities Committee – Chairman Turnipseed

Chairman Turnipseed reported that the Facilities Committee had met on the previous day at 1:00 p.m. The Chairman stated that the Committee reviewed and forwarded two items to the full Commission. These items included a change order for the Sea Palms/Altama Avenue CIPP project and a change order for the Automatic Transfer Switch Installation project. An additional approval item for Infrastructure Dedication at Brunswick Commons apartments was deferred to a future meeting. All of the water pollution control facilities are operating very well and within permit. The Project Report included very good project photos and information on the projects JWSC currently has underway.

Finance Committee – Commissioner Duncan

Committee Chairman Duncan reported that the Finance Committee meeting was held on the previous day at 3:00 p.m. There were several items approved to be forwarded to the full Board for consideration. Those included a contract award for a Total Compensation Study, a contract award for Auditing Services, a change order for the Sea Palms/Altama Avenue project, and a leak adjustment for the City of Brunswick. A presentation was given to the Committee from Doug Gebhardt with Davenport & Company regarding potential bond for the JWSC. Frances Wilson presented the financial statement for month ending April 30, 2021.

APPROVAL

1. Minutes from the April 15, 2021 Regular Commission Meeting

Commissioner Duncan made a motion seconded by Commissioner Neal to approve the minutes from the April 15, 2021 Regular Commission Meeting. Motion carried 6-0-1. (Commissioner Strickland was absent from the meeting).

2. Sea Palms/Altama Avenue CIPP Project Change Order No. 1 – A. Burroughs

Mr. Burroughs presented details of a requested change order for the Sea Palms/Altama Avenue CIPP Project from Inland Pipe Rehabilitation to adjust the final completion date and contract amount for the

project. The completion date was requested to be adjusted from August 6, 2020 to April 23, 2021 and the contract amount adjusted from \$599,937.45 to \$545,550.60.

Commissioner Cook made a motion seconded by Commissioner Duncan to move that the Brunswick-Glynn Joint Water & Sewer approve the change order for Sea Palms/Altama Avenue CIPP Project to adjust the completion date to April 23, 2021 and adjust the final contract amount to \$545,550.60.

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

3. ATS Installation Change Order No. 1 – A. Burroughs

Mr. Burroughs presented a change order request for Automatic Transfer Switches for Portable Generators for the JWSC, a contract that was approved with Y-Delta, Inc at the April 15, 2021 full Commission meeting. Following discussions with FEMA/GEMA, only ten of the requested twenty-two transfer switches were approved for funding by GEMA at 85%. JWSC staff prioritized ten locations of the twenty-two, and re-negotiated the contract price with Y-Delta from \$773,085.00 to \$324,507.00. FEMA will reimburse 75%, and GEMA will reimburse 10% of the cost, leaving the JWSC's portion at \$48,676.05.

Commissioner Duncan made a motion seconded by Commissioner Harvey to move that the Brunswick-Glynn Joint Water & Sewer approve the change order for ATS Installation to reduce the number of approved transfer switches to ten, resulting in a modified contract price of \$324,507.00 with Y-Delta, Inc.

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

4. Infrastructure Dedication – T. Kline

Mr. Kline explained that this item had been deferred to a future meeting by the Facilities Committee.

Commissioner Duncan made a motion seconded by Commissioner Harvey to defer this item to a future Commission meeting.

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

5. Total Compensation Study Contract Award – A. Burroughs

Mr. Burroughs presented that JWSC issued Request for Proposal No. 21-020 Professional Services for a Total Compensation Study on Friday, April 9, 2021. The intent of the study is to provide a review of the existing JWSC pay plan as well as the value of benefits provided to staff members in order to ensure internal and external equity among the different job classifications (69), and remain competitive in recruitment of new JWSC employees. Three proposals were received Tuesday, May 4, 2021. Mr. Burroughs suggested the contract be awarded to Evergreen Solutions, LLC based on price (\$24,500.00) and final matrix score.

Commissioner Neal made a motion seconded by Commissioner Duncan to move that the Brunswick-Glynn Joint Water and Sewer Commission enter into a contract for the Total Compensation Study with Evergreen Solutions, LLC in the amount of \$24,500.00.

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

6. Audit Services Contract Award – L. Roberts

Ms. Roberts stated that the JWSC issued Request for Proposal No. 21-022 for Auditing Services for the BGJWSC on March 19, 2021. One proposal was received on April 20, 2021 from Mauldin & Jenkins, CPAs & Advisors, who are the current auditors for the JWSC. Their proposal came in at \$19,900.00 for each period of the three year contract.

Commissioner Stephens made a motion seconded by Commissioner Cook to move that the Brunswick-Glynn Joint Water and Sewer Commission enter into a contract for Auditing Services for the JWSC in the amount of \$19,900.00 with Mauldin & Jenkins, CPAs & Advisors.

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

7. Leak Adjustment / City of Brunswick – A. Burroughs

Mr. Burroughs informed the Commission that the City of Brunswick requested a leak adjustment due to a water leak at the Roosevelt Lawrence Youth Center for the months of January and February 2021. City staff repaired the leak, and usage has been restored to normal levels. The leak adjustment was calculated to be \$2,003.90.

Commissioner Cook made a motion seconded by Commissioner Stephens to move that the Brunswick-Glynn Joint Water and Sewer Commission approve the leak adjustment in the amount of \$2,003.90 to the account of the City of Brunswick as presented.

Motion carried 5-0-2. (Commissioner Harvey abstained due to being a City of Brunswick Commissioner, and Commissioner Strickland was absent from the meeting).

DISCUSSION

1. Consent Agenda – C. Dorminy

Mr. Dorminy gave a presentation on the potential of instituting a Consent Agenda for the JWSC Commission meetings. He outlined what items belong on a consent agenda, which include routine procedural items or decisions that are likely to be noncontroversial since they have been vetted at the Committee level, approval of minutes, and any staff appointments requiring board approval. Mr. Dorminy then discussed the process for the Consent Agenda. He stated that items would be discussed thoroughly at the Committee level, and any Commissioner that is not a member of a specific Committee, but has special interest in an item may attend the Committee meeting to discuss that item. The Committee will then vote to forward the item to the Full Commission with recommendation that the item be placed on the Consent Agenda, or if the item is controversial or requires additional discussion that it be moved to be placed on the agenda with recommendation for approval. During Committee updates at the Full Commission meeting, the respective Committee chairs will give their Committee reports noting what items were recommended for placement on the Consent Agenda. Mr. Dorminy further explained that at the Full Commission meeting the Consent Agenda items would be covered first, followed by any regular agenda items. At that time, the Chairman would read out the numbers of the listed consent items. One motion, second, and vote is all that is required to approve all items together on the Consent Agenda.

Commissioner Neal asked Mr. Dorminy if the Consent Agenda could be amended to which Mr. Dorminy replied, yes and the Chairman can add items to the Consent Agenda at his discretion. Commissioner Neal then inquired if the consent process was not productive could the Commission revert back to the regular agenda process. Mr. Dorminy stated that yes, the process could go back to regular agenda if the Commissioners wished. Commissioner Duncan observed that a Consent Agenda process would encourage the Commissioners to be prepared for all Committee meetings. There being no additional questions or comments, Mr. Dorminy concluded his presentation on Consent Agenda.

EXECUTIVE DIRECTOR'S UPDATE

Mr. Burroughs told the Commissioners that there would be a table top exercise with the Glynn County EMA at 8am on May 27th for hurricane preparedness. Commissioner Neal invited any of the Commissioners to attend at the Glynn County EOC. Mr. Burroughs also noted that the dates for the annual JWSC town hall had been decided on June 9, 2021 at 6pm at the St. Simons Casino and June 10, 2021 at 6pm at Howard Coffin Park.

CHAIRMAN'S UPDATE

Chairman Turnipseed commented on the GA Rural Water Conference on Jekyll Island the week of May 10, 2021. He was glad to see a large number of JWSC employees attend the conference and encouraged staff to obtain any available certifications.


EXECUTIVE SESSION -- Property

Chairman Turnipseed made a motion seconded by Commissioner Stephens to move to enter into Executive Session to discuss Property with no vote to be taken. Motion carried 6-0-1. (Commissioner Strickland was absent from the meeting).

Return to Regular Session

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

There being no additional business to bring before the Commission, Chairman Turnipseed adjourned the meeting at 3:15 p.m.



G. Ben Turnipseed,
Commission Chairman

Attest:



Christa Free,
Procurement Coordinator



Brunswick-Glynn

Joint Water and Sewer Commission

Memo

To: BGJWSC Board of Commissioners
From: Todd Kline, P.E., Director of Engineering
Date: 20 May 2021
Re: Capital Project #2002 & 2003 – IFB No 20-008 CIPP Repairs Altama Avenue Corridor & Sea Palms Development; C.O. #1 (Final Adjusting Change Order)

Overview

- Who: Inland Pipe Rehabilitation, LLC (Contractor); JWSC (Engineer of Record).
- What: Final Line-Item Quantity Adjustment Change Order:
 - Total Contract Amount = \$599,937.45*
 - Notice to Proceed: 09 March 2020
 - Contract Final Completion: 06 August 2020 (150 days)
 - Actual Final Completion: 23 April 2021 (410 days)
 - Liquidated Damages: 260 days over contract x \$1,000/day = \$260,000
- Why: Final adjusting Change Order Request by Contractor (see attached RFI #13):
 - Project Funding: \$349,440.20 (R&R Reserves) + \$250,497.25 (SPLOST) = \$599,937.45
 - Proposed deduct: **\$54,386.85** (descope + non-executed items)
 - Final adjusted contract amount: **\$545,550.60**
 - Liquidated Damages negotiated to equal retainage withheld:
 - \$31,244.41 (Altama) + \$23,310.65 (Sea Palms) = **\$54,555.06**

**Projects are separately funded. For purposes of this report, both are combined as they were bid.*

Staff Report

The JWSC conducted routine (generally, monthly) progress meetings with the Contractor, during which the schedule and progress were thoroughly discussed. The JWSC notified the Contractor in writing (see attached), with requests to update project schedule for completion. On May 14th, JWSC staff received an RFI from the Contractor, which included a proposed contract deduct amount of **\$54,386.85**. The Contractor and JWSC negotiated to equate the Liquidated Damages due to equal retainage withheld in the amount of **\$54,555.06**, to facilitate project completion. This request is for a final adjusted contract amount of **\$545,550.60**. The project is complete, satisfactory per contract requirements and within budget; pending approval of this item.

Recommended Action

Staff has reviewed the request and recommends approval of a Change Order #1 with an adjusted final completion date of **23 April 2021** and adjusted contract amount of **\$545,550.60**. This item was presented to the Facilities Committee on 19 May 2021.

Recommended Motion

I move that the Brunswick Glynn Joint Water & Sewer Commission approve the above described Final Adjusting Change Order #1.

Attachments:

- 1) Work Behind Schedule Letter to Contractor (03/26/2021).
- 2) Request to descope Altama Ave 24-inch CIPP Segment 40210040+40210031 correspondence (04/06/2021).
- 3) Draft Final Adjustment CO correspondence updates (05/12/2021).
- 4) RFI#13 from Contractor (05/14/2021).



**Brunswick-Glynn County
Joint Water and Sewer Commission**

06 April 2021

Mr. Rich Janofsky, General Manager
IPR Southeast, LLC
5207 Brer Rabbit Road
Stone Mountain, GA 30083

Subject: CIPP Repairs for Altama Avenue Corridor and Sea Palms Development
JWSC Project No. 20-008
Request to descope Altama Avenue 24-inch CIPP Segment 40210040+40210031

Dear Mr. Janofsky:

The Brunswick-Glynn County Joint Water and Sewer Commission (JWSC) writes in response to the request to have the 24-inch CIPP Segment 40210040+40210031 descope on the referenced project. On October 30, 2020, JWSC staff received a Request for Information (RFI) letter from IPR Southeast, LLC (IPR) which included two options that IPR suggested would be feasible for construction. The JWSC staff reviewed the two options from IPR and requested IPR to move forward with installing the CIPP in segment 40210040+40210031 and provided confirmation that the JWSC would assist accordingly. To date, IPR has not sent a letter to the JWSC for notice of anticipated or scheduled construction of the 24-inch CIPP segment in question. In recent IPR conversations with the JWSC Executive Director, the JWSC will consider descope the subject segment once the Sea Palms North Windward Drive Segment 20110120+20110110 punchlist item was completed. On April 1, 2021, IPR partially completed the Segment 20110120+20110110 via pipe bursting method; however, the remaining final paving restoration has yet to be scheduled and completed.

Please be advised, the Altama Avenue 24-inch CIPP Segment 40210040+40210031 will not be descope until the North Windward Drive Segment 20110120+20110110 is fully completed, including final paving, and accepted by the JWSC. Should you have any questions regarding this matter, please contact me at (912) 261-7122.

Sincerely,

W. Todd Kline, P.E., Director of Engineering
Planning & Construction Division

TK: jv

cc: Andrew Burroughs, P.E. (JWSC)

Enclosures:

(1) RFI 0012 Response Letter dated 12/01/2020

(2) Email Correspondences between IPR, JWSC, and Glynn County (03/30/2021 to 04/06/2021)

File: S:\Projects - CAP CIP RRI\SS\Proj 2003 - Sea Palms CIPP\4.0 CONSTR\4.2 Communication\2.1 Contractor\Suburan Descope Request_04-06-2021.doc

Document 00931

REQUEST FOR INFORMATION


1. PROJECT No.: 20-008
2. RFI No.: 012
3. PROJECT NAME: CIPP Repairs to Altama Avenue Corridor and Sea Palms Development
4. CONTRACTOR: Inland Pipe Rehabilitation
5. CONTRACT No.: _____
6. SPECIFICATION Nos.: _____
7. DRAWING Nos.: _____
8. RESPONSE CODE: ☐ CRITICAL ☒ ROUTINE
9. DATE RESPONSE REQUIRED: 11/03/20
10. INFORMATION REQUIRED:

In order to bypass and install CIPP in segment 40210040+40210031 IPR SE would need to run bypass and road crossings ramps over or directionally bore an approx. 300' bypass casing under Golden Isles Parkway. Both options would require a GDOT permit and the latter would require a substantial change order.

In lieu of those options above, IPR SE believes these two options may be feasible:

1. BGJWSC sets a new manhole on segment 40210050+40210040 South of Golden Isles Parkway and out of the GDOT ROW. This new manhole could then be used as the suction manhole to bypass 40210040+40210031
2. BGJWSC temporarily removes the cone from manhole 40210040. The suction hoses of the two pumps could then be set in this manhole. The liner would be inverted via water from 40210031. With the cone removed there would then be enough room for an IPR SE laborer to enter the manhole and perform cutout of the liner once fully cured alongside the suction hoses. The cone could then be replaced, and the asphalt patched. Removing and replacing the cone would be performed by BGJWSC at no cost to IPR SE.

IPR SE asks for your consideration and response.

11.  Project Manager 10/30/2020
CONTRACTOR (Signature) TITLE DATE
12. RESPONSE:
Per Andrew' requests in the 12/01/2020 Construction Progress meeting, please proceed forward with installing the CIPP in segment 40210040+40210031 and JWSC will assist accordingly
13. Jason Vo 12/01/2020
PROJECT MANAGER (Signature) DATE

Jason Vo

From: Alex Whinnery <awhinnery@teamipr.com>
Sent: Tuesday, April 6, 2021 8:27 AM
To: Jason Vo; Charles "Chuck" Flowers
Cc: Todd Kline; Jeff Tailer; William Naismith; Stacy Culbreath; Paul Andrews; Benny Crawford
Subject: RE: Road Closure at North Windward near Executive Golf Villas

Gentlemen,

I am actively working to get this scheduled and will let you all know as soon as we have a hard date and contractor.

Thanks,



Alex Whinnery
Project Manager
Inland Pipe Rehabilitation | Southeast
m: 843-259-1366
w: teamipr.com

From: Jason Vo <JVo@bgjwsc.org>
Sent: Tuesday, April 6, 2021 8:25 AM
To: Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>; Stacy Culbreath <sculbreath@glynncounty-ga.gov>; Paul Andrews <pandrews@glynncounty-ga.gov>; Benny Crawford <bcrawford@glynncounty-ga.gov>
Cc: Todd Kline <TKline@bgjwsc.org>; Alex Whinnery <awhinnery@teamipr.com>; Jeff Tailer <JTailer@bgjwsc.org>; William Naismith <wnaismith@teamipr.com>
Subject: RE: Road Closure at North Windward near Executive Golf Villas

Alex,

Please advise with Chuck's request below.

Thanks!

Jason Vo, P.E.
Brunswick-Glynn County Joint Water & Sewer Commission
1703 Gloucester St; Brunswick, GA 31520
Office: (912) 261-7140
Work Cell: (912) 324-9905
jvo@bgjwsc.org

From: Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>
Sent: Monday, April 5, 2021 9:33 AM
To: Jason Vo <JVo@bgjwsc.org>; Stacy Culbreath <sculbreath@glynncounty-ga.gov>; Paul Andrews <pandrews@glynncounty-ga.gov>; Benny Crawford <bcrawford@glynncounty-ga.gov>
Cc: Alex Whinnery <awhinnery@teamipr.com>; Jeff Tailer <JTailer@bgjwsc.org>; William Naismith <wnaismith@teamipr.com>
Subject: RE: Road Closure at North Windward near Executive Golf Villas

Thanks Jason.

Alex, please advise who your paving contractor will be. We will need to coordinate final requirements.

Thanks,

Chuck Flowers
Right-Of-Way Coordinator
Glynn County – Community Development- Engineering Division
☎: 912-554-7216
✉: cflowers@glynncounty-ga.gov
🌐: www.glynncounty.org

From: Jason Vo <JVo@bgjwsc.org>
Sent: Friday, April 2, 2021 11:14 AM
To: Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>; Stacy Culbreath <sculbreath@glynncounty-ga.gov>; Paul Andrews <pandrews@glynncounty-ga.gov>; Benny Crawford <bcrawford@glynncounty-ga.gov>
Cc: Alex Whinnery <awhinnery@teamipr.com>; Jeff Tailer <JTailer@bgjwsc.org>; William Naismith <wnaismith@teamipr.com>
Subject: RE: Road Closure at North Windward near Executive Golf Villas

Hello Chuck,

I just talked to Alex and he provided confirmation that IPR has completed their pipe bursting portion of the project; he is securing the final paving crew to complete the job ASAP; and United Rentals/AWP has been dispatch to demobilize the remaining equipment and traffic control devices onsite.

Attached are photos taken yesterday for your filing and references.

Thanks!

Jason Vo, P.E.
Brunswick-Glynn County Joint Water & Sewer Commission
1703 Gloucester St; Brunswick, GA 31520
Office: (912) 261-7140
Work Cell: (912) 324-9905
jvo@bgjwsc.org

From: Jason Vo
Sent: Thursday, April 1, 2021 9:06 AM
To: Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>; Stacy Culbreath <sculbreath@glynncounty-ga.gov>; Paul Andrews <pandrews@glynncounty-ga.gov>; Benny Crawford <bcrawford@glynncounty-ga.gov>
Cc: Jeff Tailer <JTailer@bgjwsc.org>; Alex Whinnery <awhinnery@teamipr.com>; William Naismith <wnaismith@teamipr.com>
Subject: RE: Road Closure at North Windward near Executive Golf Villas

Hello Chuck,

Attached are the pictures taken yesterday for your filing and references.

Thanks!

Jason Vo, P.E.
Brunswick-Glynn County Joint Water & Sewer Commission
1703 Gloucester St; Brunswick, GA 31520
Office: (912) 261-7140

Work Cell: (912) 324-9905
jvo@bgjwsc.org

From: Alex Whinnery <awhinnery@teamipr.com>
Sent: Wednesday, March 31, 2021 9:51 AM
To: Jason Vo <JVo@bgjwsc.org>; William Naismith <wnaismith@teamipr.com>; Jeff Tailer <JTailer@bgjwsc.org>
Cc: Stacy Culbreath <sculbreath@glynncounty-ga.gov>; Paul Andrews <pandrews@glynncounty-ga.gov>; Benny Crawford <bcrawford@glynncounty-ga.gov>; Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>
Subject: RE: Road Closure at North Windward near Executive Golf Villas

Jason,

He has been informed and is aware. I will give you a call when we're about 1 hour out from being inspection ready.

Thanks,



Alex Whinnery
Project Manager
Inland Pipe Rehabilitation | Southeast
m: 843-259-1366
w: teamipr.com

From: Jason Vo <JVo@bgjwsc.org>
Sent: Wednesday, March 31, 2021 9:44 AM
To: Alex Whinnery <awhinnery@teamipr.com>; William Naismith <wnaismith@teamipr.com>; Jeff Tailer <JTailer@bgjwsc.org>
Cc: Stacy Culbreath <sculbreath@glynncounty-ga.gov>; Paul Andrews <pandrews@glynncounty-ga.gov>; Benny Crawford <bcrawford@glynncounty-ga.gov>; Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>
Subject: RE: Road Closure at North Windward near Executive Golf Villas

Hello Alex,

Please make sure Jason Wheeler (IPR Superintendent) is aware of the following inspection actions below.

Thanks!

Jason Vo, P.E.

Brunswick-Glynn County Joint Water & Sewer Commission
1703 Gloucester St; Brunswick, GA 31520
Office: (912) 261-7140
Work Cell: (912) 324-9905
jvo@bgjwsc.org

From: Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>
Sent: Wednesday, March 31, 2021 9:20 AM
To: Jason Vo <JVo@bgjwsc.org>; Jay Sellers <JSellers@bgjwsc.org>
Cc: Kirk Young <KYoung@bgjwsc.org>; Alex Whinnery <awhinnery@teamipr.com>; Stacy Culbreath <sculbreath@glynncounty-ga.gov>; Paul Andrews <pandrews@glynncounty-ga.gov>; Benny Crawford <bcrawford@glynncounty-ga.gov>
Subject: RE: Road Closure at North Windward near Executive Golf Villas

Thanks for this info Jason.

Please make sure that we are contacted (if we aren't present) before any backfill is completed. We are concerned for damage that may extend further outside of just the excavated window, especially with the well points sections. We would like to visually inspect the final hole before any backfill and determine what appears to be the limit of disturbance and base our cutbacks from there. IF trench boxes are used, I think flowable may be your best option at these depths to reduce further erosion when removing the box, but final requirements will be based on final excavation. The sooner we know what we are dealing with (final depths, dimensions and conditions) the sooner we can inform you of the requirements and you can be prepared to promptly backfill accordingly. Please keep us updated.

Thanks,

Chuck Flowers
Right-Of-Way Coordinator
Glynn County – Community Development- Engineering Division
☎: 912-554-7216
✉: cflowers@glynncounty-ga.gov
🌐: www.glynncounty.org

From: Jason Vo <jvo@bgjwsc.org>
Sent: Tuesday, March 30, 2021 7:52 PM
To: Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>; Jay Sellers (contact) <jsellers@bgjwsc.org>
Cc: Kirk Young <KYoung@bgjwsc.org>; Jeffery McCumbers <JMcCumbers@bgjwsc.org>; Alex Whinnery <awhinnery@teamipr.com>
Subject: RE: Road Closure at North Windward near Executive Golf Villas

Hello Chuck,

Attached are photos taken this evening for your filing and references. The project site is opened back up with traffic control devices so the residents can travel through back and forth accordingly.

Thanks!

Jason Vo, P.E.
Brunswick-Glynn County Joint Water & Sewer Commission
1703 Gloucester St; Brunswick, GA 31520
Office: (912) 261-7140
Work Cell: (912) 324-9905
jvo@bgjwsc.org

From: Jason Vo
Sent: Tuesday, March 30, 2021 3:54 PM
To: Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>; Jay Sellers <JSellers@bgjwsc.org>
Cc: Kirk Young <KYoung@bgjwsc.org>; Jeffery McCumbers <JMcCumbers@bgjwsc.org>; Alex Whinnery <awhinnery@teamipr.com>
Subject: RE: Road Closure at North Windward near Executive Golf Villas

Hello Chuck,

I have just reached out to the contractor and he has informed me that his crew has completed the job for today and the road will be opened back up with the traffic control devices accordingly.

Based on what I saw yesterday morning and my conversation with the contractor, he mention that is not performing a full roadway closure on the project site. He is only closing it temporary to mobilize/operate the equipment and materials. He is using the flaggers to direct traffic for single lane closures. Attached are pictures taken yesterday for your filing and references.

The contractor also said he can work with the single lane closure, but a full road closure from 8am to 8pm (during daylight hours) for a max of two days would be ideal so they could complete their job safely without worrying about the traffic. He would open up the project site for thru traffic in the evening with the traffic control devices accordingly. Their plan is to be out of the job site by Thursday afternoon.

Thanks!

Jason Vo, P.E.

Brunswick-Glynn County Joint Water & Sewer Commission
1703 Gloucester St; Brunswick, GA 31520
Office: (912) 261-7140
Work Cell: (912) 324-9905
jvo@bgjwsc.org

From: Jay Sellers <JSellers@bgjwsc.org>

Sent: Tuesday, March 30, 2021 2:50 PM

To: Jeffery McCumbers <JMcCumbers@bgjwsc.org>; Jason Vo <JVo@bgjwsc.org>; Kirk Young <KYoung@bgjwsc.org>

Subject: RE: Road Closure at North Windward near Executive Golf Villas

Gotcha. Please reach out to your contact with them and get the blocks they need to close and for how long so I can forward that over to Glynn County to post a PSA.

Sincerely,

Jay Sellers
Director of Administration
Brunswick-Glynn County
Joint Water & Sewer Commission
1703 Gloucester St
Brunswick, GA 31520
Office: 912.261.7123
Fax: 912.261.7178
Email: jsellers@bgjwsc.org

Please rate our service to you today using our survey: <https://www.bgjwsc.org/survey/> and Google Reviews: <https://q.page/BGJWSC/review>

Have you signed up to receive our emergency notifications regarding service outages or boil water advisories? Please click here to subscribe: <http://www.bgjwsc.org/subscribe-to-updates/>

From: Jeffery McCumbers <JMcCumbers@bgjwsc.org>

Sent: Tuesday, March 30, 2021 2:49 PM

To: Jay Sellers <JSellers@bgjwsc.org>; Jason Vo <JVo@bgjwsc.org>; Kirk Young <KYoung@bgjwsc.org>

Subject: Re: Road Closure at North Windward near Executive Golf Villas

I believe Bio Nomics is installing some "Top Hat Liners" in a couple services on harrogate road today. Not sure if they closed a road or not. I was not told they needed the road closed.

Get Outlook for iOS

From: Jay Sellers <JSellers@bgjwsc.org>

Sent: Tuesday, March 30, 2021 2:45:05 PM

To: Jason Vo <JVo@bgjwsc.org>; Jeffery McCumbers <JMcCumbers@bgjwsc.org>; Kirk Young <KYoung@bgjwsc.org>
Subject: FW: Road Closure at North Windward near Executive Golf Villas

Good afternoon, gentlemen,

Have any details about a road closure in Sea Palms?

Sincerely,

Jay Sellers
Director of Administration
Brunswick-Glynn County
Joint Water & Sewer Commission
1703 Gloucester St
Brunswick, GA 31520
Office: 912.261.7123
Fax: 912.261.7178
Email: jsellers@bgjwsc.org

Please rate our service to you today using our survey: <https://www.bgjwsc.org/survey/> and Google
Reviews: <https://q.page/BGJWSC/review>

Have you signed up to receive our emergency notifications regarding service outages or boil water advisories?
Please click here to subscribe: <http://www.bgjwsc.org/subscribe-to-updates/>

From: Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>
Sent: Tuesday, March 30, 2021 2:33 PM
To: Paul Andrews <pandrews@glynncounty-ga.gov>; Matthew Kent <mkent@glynncounty-ga.gov>
Cc: Anna Trapp <atrapp@glynncounty-ga.gov>; Jay Sellers <JSellers@bgjwsc.org>
Subject: Re: Road Closure at North Windward near Executive Golf Villas

I've been limited on information concerning this but was under the impression it was only lane closure. The JWSC and their contractor have notified the HOA but I am not sure if they issued their own PSA. Typically we issue our own but this was an unusual situation and it has been a chore getting all information. The JWSC has classified this as an emergency that needed to be addressed immediately.

Jay, do you have a PSA you have issued for this? Can you forward for us to review and post on social media?

Thanks,
CF

Get Outlook for iOS

From: Paul Andrews <pandrews@glynncounty-ga.gov>
Sent: Tuesday, March 30, 2021 1:31:19 PM
To: Matthew Kent <mkent@glynncounty-ga.gov>
Cc: Anna Trapp <atrapp@glynncounty-ga.gov>; Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>
Subject: RE: Road Closure at North Windward near Executive Golf Villas

What do you need to post one out? Or should JWSC be doing it?

There is a road currently closed with JWSC Contractors out there working.

Paul

From: Matthew Kent
Sent: Tuesday, March 30, 2021 12:46 PM
To: Paul Andrews <pandrews@glynncounty-ga.gov>
Cc: Anna Trapp <atrapp@glynncounty-ga.gov>; Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>
Subject: RE: Road Closure at North Windward near Executive Golf Villas

I was not. Anna?

Matthew Kent
Public Communications Manager
912-554-7409
770-328-2419 cell

From: Paul Andrews
Sent: Tuesday, March 30, 2021 12:35 PM
To: Matthew Kent <mkent@glynncounty-ga.gov>
Cc: Anna Trapp <atrapp@glynncounty-ga.gov>; Charles "Chuck" Flowers <cflowers@glynncounty-ga.gov>
Subject: Road Closure at North Windward near Executive Golf Villas

Matthew,

Were you made aware that there was a road closure on North Windward in Sea Palms (Near the Executive Golf Villas)? JWSC had issue with some rehab work they were doing and have an emergency closure so they can repair existing sanitary sewer. They are anticipating the work to be completed this week.

Paul x7492

CAUTION: This email originated outside of the Glynn County Network E-mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

CONFIDENTIALITY NOTE: The information transmitted, including attachments, is intended only for the person(s) or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and destroy any copies of this information.

CAUTION: This email originated outside of the Glynn County Network E-mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

CONFIDENTIALITY NOTE: The information transmitted, including attachments, is intended only for the person(s) or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by

persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and destroy any copies of this information.

Jason Vo

From: Alex Whinnery <awhinnery@teamipr.com>
Sent: Wednesday, May 12, 2021 10:21 AM
To: Jason Vo
Cc: Andrew Burroughs; Todd Kline; Richard Janofsky
Subject: RE: Altama Sea Palms CIPP - Lien Waivers Template for Final Payment

Jason,

I have 3/5 of the subcontractor lien waivers that I need for this project.

The hydrant meters will be turned in this week. I will work on getting you the change order & final pay app. I was trying to get all of the lien waivers together and then submit it to you all at once.

Thanks,



Alex Whinnery
Operations Manager
Inland Pipe Rehabilitation | Southeast
m: 843-259-1366
p: 404-969-3073
w: teamipr.com

From: Jason Vo <JVo@bgjwsc.org>
Sent: Wednesday, May 12, 2021 10:16 AM
To: Alex Whinnery <awhinnery@teamipr.com>; Richard Janofsky <RJanofsky@TEAMIPR.COM>
Cc: Andrew Burroughs <ABurroughs@bgjwsc.org>; Todd Kline <TKline@bgjwsc.org>
Subject: RE: Altama Sea Palms CIPP - Lien Waivers Template for Final Payment

Hello Alex,

Please provide a status of the final lien waivers and the two JWSC hydrant meters. For closing out the project, we will also need an IPR final adjusting project change order letter request and final pay apps with backups showing that the total Liquidated Damages amount will be adjusted to equal the total amount of retainage currently held; resulting in a final balancing invoice of \$0.00 dollars, due.

Attached is the updated project schedule and invoice spreadsheet that we have been using in the construction progress meetings for your filing and references.

Below is a quick summary table regarding time extension, RFI, and latest segments completed to date:

Date	Days Accrued	Potential LD Fees	Description
3/9/2020	0 Days	\$ -	Contractor Notice to Proceed Date with a construction duration of
7/24/2020	137 days	\$ -	IPR Time Extension request for additional 64 days (10/09/2020) re
10/30/2020	235 days	\$ 85,000.00	Altama RFI 012 Two options for 24-inch CIPP segment 40210040+
3/24/2021	380 days	\$ 230,000.00	Altama CCGA robot removed and 24-inch CIPP Segment 40060050
4/23/2021	410 days	\$ 260,000.00	Sea Palms N. Windward Drive 8-inch segment 20110120+2011011

Thanks!

Jason Vo, P.E.

Brunswick-Glynn County Joint Water & Sewer Commission
1703 Gloucester St; Brunswick, GA 31520
Office: (912) 261-7140
Work Cell: (912) 324-9905
jvo@bgjwsc.org

From: Jason Vo

Sent: Tuesday, April 20, 2021 5:04 PM

To: Alex Whinnery <awhinnery@teamipr.com>; rjanofsky@teamipr.com

Cc: Andrew Burroughs <ABurroughs@bgjwsc.org>; Todd Kline <TKline@bgjwsc.org>

Subject: Altama Sea Palms CIPP - Lien Waivers Template for Final Payment

Hello Alex,

As a friendly reminder, please be sure to execute and include the attached documents in the final pay app.

- Subcontractors execute in favor of IPR
- IPR execute in favor of JWSC

Thanks!

Jason Vo, P.E.

Brunswick-Glynn County Joint Water & Sewer Commission
1703 Gloucester St; Brunswick, GA 31520
Office: (912) 261-7140
Work Cell: (912) 324-9905
jvo@bgjwsc.org

CONFIDENTIALITY NOTE: The information transmitted, including attachments, is intended only for the person(s) or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and destroy any copies of this information.

CIPP Repairs for Altama Avenue Corridor and Sea Palms Development

Contract Time	Actual
3/9/2020	3/9/2020
8/6/2020	5/12/2021
150	429
\$1,000	\$279,000 <<LD

Contract Amount	\$599,937.45
Net change Order	\$0.00
Pay to date	\$482,559.38
Retainage to date	\$53,617.73

Budget	To Date	% Billed
Sea Palms CIPP	\$ 250,497.25	80.38%
Altama Ave CIPP	\$ 349,440.20	80.47%
Total	\$ 599,937.45	\$ 482,559.38 \$ 117,378.08

Pay App	Altama #1	Sea Palms #1	Sea Palms #2	Altama #2	Sea Palms #3	Altama #3	Altama #4	Sea Palms #4	Altama #5	Sea Palms #5	Altama #6	Altama #7	Sea Palms #6	Total to Date
Date	6/24/2020	5/20/2020	6/19/2020	7/20/2020	7/27/2020	8/20/2020	9/25/2020	9/25/2020	10/22/2020	10/22/2020	11/20/2020	3/25/2021	3/25/2021	
Gross Due	\$ 16,817.10	\$ 28,900.00	\$ 12,151.75	\$ 19,326.50	\$ 80,665.50	\$ 4,228.25	\$ 5,346.00	\$ 35,585.25	\$ 58,572.50	\$ 30,705.50	\$ 162,067.00	\$ 46,085.75	\$ 35,736.00	\$ 536,177.10
Retainage	\$ 1,681.71	\$ 2,890.00	\$ 1,215.18	\$ 1,932.65	\$ 8,066.55	\$ 422.83	\$ 534.60	\$ 3,558.53	\$ 5,857.25	\$ 3,070.55	\$ 16,206.70	\$ 4,608.58	\$ 3,572.60	\$ 53,617.73
Net Due	\$ 15,135.39	\$ 26,010.00	\$ 10,936.58	\$ 17,393.85	\$ 72,598.95	\$ 3,805.42	\$ 4,811.40	\$ 32,026.72	\$ 52,715.25	\$ 27,634.95	\$ 145,860.30	\$ 41,477.17	\$ 32,163.40	\$ 482,559.38

Date	Days Arrived	Potential LD Fees	Description
3/9/2020	0 days	\$	Contractor Notice to Proceed Date with a construction duration of 150 days (08/06/2020)
7/24/2020	137 days	\$	IPR Time Extension request for additional 64 days (10/09/2020) rejected due to significant gap in work progress
10/30/2020	235 days	\$ 85,000.00	Altama RH 012 Two options for 24-inch CIPP segment 40210040+40210031
3/24/2021	380 days	\$ 230,000.00	Altama CCGA robot removed and 24-inch CIPP Segment 40060050+40060020 patched completed
4/23/2021	410 days	\$ 260,000.00	Sea Palms N. Windward Drive 8-inch segment 20110110+20120110 pipe bursting and pavement restoration completed

Document 00931

REQUEST FOR INFORMATION

1. PROJECT No.: 20-008
2. RFI No.: 013
3. PROJECT NAME: CIPP Repairs to Altama Avenue Corridor and Sea Palms Development
4. CONTRACTOR: Inland Pipe Rehabilitation
5. CONTRACT No.: _____
6. SPECIFICATION Nos.: _____
7. DRAWING Nos.: _____
8. RESPONSE CODE: ☐ CRITICAL ☒ ROUTINE
9. DATE RESPONSE REQUIRED: 05/18/21
10. INFORMATION REQUIRED:

The purpose of this RFI is to submit for your review Changer Order 1, Final Adjusting Quantities and Liquidated Damages. This final change order also includes segment # 40210040+402100031 being de-scoped from the project.

IPR SE asks for your consideration and response.

11.  Operations Manager 05/14/21
CONTRACTOR (Signature) TITLE DATE

12. RESPONSE:

13. _____ DATE
PROJECT MANAGER (Signature)

14. If Contractor believes the response given in Item 12 requires an adjustment in Contract Price or Contract Time, Contractor shall submit a timely proposal so as not to delay Contractor's Work in accordance with General Conditions.

END OF DOCUMENT

**IFB NO 20-008 CIPP REPAIRS ALTAMA AVENUE
CORRIDOR
BRUNSWICK, GA**

CHANGE ORDER NO. 1 (Final Adjusting)

PROJECT: IFB NO 20-008 CIPP REPAIRS ALTAMA AVENUE CORRIDOR

PROJECT NO.: IFB NO 20-008 DATE: May 14th, 2021

OWNER: BRUNSWICK GLYNN COUNTY JOINT WATER & SEWER COMMISSION

CONTRACTOR: IPR SOUTHEAST, LLC

The Contractor is hereby requested to comply with the following changes from the contract plans and specifications:

Item #	Description of Changes – Quantities, Unit Prices, Units, Etc.	Decrease In Contract Price	Increase In Contract Prices
	Final Line-Item Quantity Adjustments	(\$36,996.10)	\$0.00
	Total DECREASE	(\$36,996.10)	
	Total INCREASE		\$0.00
	Difference Col. (1) and (2)		
	Net DECREASE/INCREASE Contract Price	(\$36,996.10)	

The sum of \$36,996.10 is hereby deducted from the total contract price of \$349,440.20 and the final total contract price is \$312,444.10.

The time provided for completion in the contract is recommend to be increased by 0 calendar days*.

	Pay Request #8 (final)	\$0.00
	Retainage (held to date)	\$31,244.41
	Liquidated Damages*	(\$31,244.41)
	Final Payment to IPR	\$0.00

This document shall become an amendment to contract and all provisions of the contract will apply hereto.

ACCEPTED BY: _____ DATE: _____

IPR Southeast, LLC

RECOMMENDED BY: _____ DATE: _____

Andrew Burroughs, P.E.

APPROVED BY: _____ DATE: _____

Brunswick-Glynn County Joint Water & Sewer Commission

*Contract is over original construction time and is being assessed liquidated damages in the sum of the retainage held on the project.

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER:
BGCJWSC
1703 Gloucester Street
Brunswick, GA 31520

FROM CONTRACTOR:
1PR Southeast LLC
1510 Klondike Road Suite 400
Conyers, GA 30094

PROJECT: CIPP REPAIRS ALTAMA AVENUE
BRUNSWICK, GEORGIA

APPLICATION NO: 8 - FINAL

PERIOD TO: 05/25/21
BGCJWSC PROJECT NO. 20-008
1PR PROJECT NO. 92608300

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input type="checkbox"/>	CONSTRUCTION MANAGER
<input type="checkbox"/>	CONTRACTOR

NOTICE TO
PROCEED DATE: 3/9/20

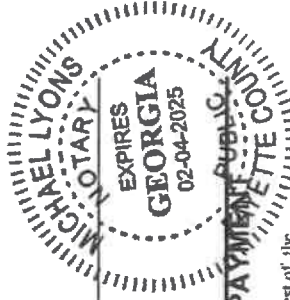
CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

1 ORIGINAL CONTRACT SUM	\$ 349,440.20
2 Net change by Change Orders	\$ (68,240.51)
3 CONTRACT SUM TO DATE (Line 1 + 2)	\$ 281,199.69
4 TOTAL COMPLETED & STORED TO DATE (Column L on G703)	\$ 281,199.69
5 RETAINAGE:	
a <u>0</u> % of Completed Work	\$ 0.00
b <u>10</u> % of Stored Material (Attached Summary)	\$ 0.00
Total Retainage (Lines 5a + 5b)	\$ 0.00
6 TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$ 281,199.69
7 LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 281,199.69
8 CURRENT PAYMENT DUE	\$ 0.00
9 BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	



CONTRACTOR:
By Michael Lyons Date 5/14/2021
State of Georgia County of DeKalb
Subscribed and sworn to before me this 14th day of May, 2021
Notary Public: Michael Lyons
My Commission expires: 02/04/2025

ENGINEER OR OWNER RECOMMENDATION FOR PAYMENT
In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the engineer or owner's project manager recommends that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT RECOMMENDED

AMOUNT RECOMMENDED \$ 0

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount recommended.)

ENGINEER:
By: _____ Date: _____
This pay application is not negotiable. The AMOUNT RECOMMENDED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract

CIPP REPAIRS ALAMA AVENUE CORRIDOR
FOR BRUNSWICK-GLYNN COUNTY JOINT WATER AND SEWER COMMISSION

APPLICATION #: 8 - FINAL
PAY APP DATE: 5/25/2021
PERIOD TO: 3/25/2021
NTP DATE:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D QUANTITY	E UNIT PRICE	F UNIT	G QUANTITY PREV PERIOD	H COMPLETED PREV PERIOD	I QUANTITY THIS PERIOD	J COMPLETED THIS PERIOD	K QUANTITY TO DATE	L TOTAL COMPLETED	M (L/C) %	N BALANCE TO FINISH	O RETAINAGE (L x 0.10)
ALAMA AVENUE CORRIDOR														
1	Alama Ave - Mobilization	\$ 7,000.00	1	\$ 7,000.00	LS	1.00	\$ 7,000.00	0.00	-	1.00	\$ 7,000.00	100%	\$ -	\$ 700.00
2	Alama Ave - Bypass Pumping	\$ 6,500.00	1	\$ 6,500.00	LS	1.00	\$ 6,500.00	0.00	-	1.00	\$ 6,500.00	100%	\$ -	\$ 650.00
3	Alama Ave - Traffic Control	\$ 4,500.00	1	\$ 4,500.00	LS	1.00	\$ 4,500.00	0.00	-	1.00	\$ 4,500.00	100%	\$ -	\$ 450.00
4	Alama Ave - Sanitary Sewer Mainline Pre-Cleaning Inspection > 12-inch Diameter	\$ 2,222.50	1,778	\$ 1.25	LF	1,736.00	\$ 2,170.00	0.00	-	1,736.00	\$ 2,170.00	98%	\$ (52.50)	\$ 217.00
5	Alama Ave - Sanitary Sewer Mainline Pre-Cleaning Inspection > 12-inch Diameter	\$ 3,846.00	2,564	\$ 1.50	LF	2,502.00	\$ 3,753.00	0.00	-	2,502.00	\$ 3,753.00	96%	\$ (93.00)	\$ 375.30
6	Alama Ave - Sanitary Sewer Mainline Cleaning > 12-inch Diameter	\$ 2,222.50	1,778	\$ 1.25	LF	1,736.00	\$ 2,170.00	0.00	-	1,736.00	\$ 2,170.00	98%	\$ (52.50)	\$ 217.00
7	Alama Ave - Sanitary Sewer Mainline Post-Cleaning Inspection > 12-inch Diameter	\$ 8,461.20	2,564	\$ 3.30	LF	2,502.00	\$ 8,256.60	0.00	-	2,502.00	\$ 8,256.60	98%	\$ (204.60)	\$ 825.66
8	Alama Ave - Sanitary Sewer Mainline Post-Cleaning Inspection > 12-inch Diameter	\$ 1,778.00	1,778	\$ 1.00	LF	1,752.00	\$ 1,752.00	0.00	-	1,752.00	\$ 1,752.00	99%	\$ (26.00)	\$ 175.20
9	Alama Ave - Sanitary Sewer Mainline Post-Cleaning Inspection > 12-inch Diameter	\$ 2,594.00	2,564	\$ 1.00	LF	2,308.00	\$ 2,308.00	0.00	-	2,308.00	\$ 2,308.00	90%	\$ (256.00)	\$ 230.80
10	Alama Ave - 8-inch CIPP Mainline Rehabilitation	\$ 29,353.50	1,186	\$ 24.75	LF	1,166.00	\$ 28,858.50	0.00	-	1,166.00	\$ 28,858.50	98%	\$ (495.00)	\$ 2,885.85
11	Alama Ave - 10-inch CIPP Mainline Rehabilitation	\$ 19,394.50	481	\$ 39.50	LF	586.00	\$ 23,147.00	0.00	-	586.00	\$ 23,147.00	119%	\$ 3,752.50	\$ 2,314.70
12	Alama Ave - 12-inch CIPP Mainline Rehabilitation	\$ 7,979.00	101	\$ 79.00	LF	0.00	\$ -	0.00	-	0.00	\$ -	0%	\$ (7,979.00)	\$ -
13	Alama Ave - 15-inch CIPP Mainline Rehabilitation	\$ 31,406.00	383	\$ 82.00	LF	363.00	\$ 31,406.00	0.00	-	383.00	\$ 31,406.00	100%	\$ -	\$ 3,140.60
14	Alama Ave - 18-inch CIPP Mainline Rehabilitation	\$ 27,115.00	319	\$ 85.00	LF	318.00	\$ 27,030.00	0.00	-	318.00	\$ 27,030.00	100%	\$ (85.00)	\$ 2,703.00
15	Alama Ave - 24-inch CIPP Mainline Rehabilitation	\$ 184,338.00	1,962	\$ 99.00	LF	1,607.00	\$ 159,093.00	0.00	-	1,607.00	\$ 159,093.00	86%	\$ (25,245.00)	\$ 15,909.30
16	Alama Ave - Sanitary Sewer Mainline Heavy Sewer Cleaning > 12-inch Diameter	\$ 530.00	1	\$ 530.00	SEGMENT	5.00	\$ 2,650.00	0.00	-	5.00	\$ 2,650.00	500%	\$ 2,120.00	\$ 265.00
17	Alama Ave - Sanitary Sewer Mainline Heavy Sewer Cleaning > 12-inch Diameter	\$ 1,070.00	1	\$ 1,070.00	SEGMENT	0.00	\$ -	0.00	-	0.00	\$ -	0%	\$ (1,070.00)	\$ -
18	Alama Ave - Sanitary Sewer Mainline Deposit Cut > 12-inch Diameter	\$ 540.00	1	\$ 540.00	SEGMENT	0.00	\$ -	0.00	-	0.00	\$ -	0%	\$ (540.00)	\$ -
19	Alama Ave - Sanitary Sewer Mainline Deposit Cut > 12-inch Diameter	\$ 1,060.00	1	\$ 1,060.00	SEGMENT	0.00	\$ -	0.00	-	0.00	\$ -	0%	\$ (1,060.00)	\$ -
20	Alama Ave - Sanitary Sewer Mainline Root Cut Medium > 12-inch Diameter	\$ 530.00	1	\$ 530.00	SEGMENT	0.00	\$ -	0.00	-	0.00	\$ -	0%	\$ (530.00)	\$ -
21	Alama Ave - Sanitary Sewer Mainline Root Cut Medium > 12-inch Diameter	\$ 1,070.00	1	\$ 1,070.00	SEGMENT	0.00	\$ -	0.00	-	0.00	\$ -	0%	\$ (1,070.00)	\$ -
22	Alama Ave - Sanitary Sewer Mainline Root Cut Ball > 12-inch Diameter	\$ 800.00	1	\$ 800.00	SEGMENT	0.00	\$ -	0.00	-	0.00	\$ -	0%	\$ (800.00)	\$ -
23	Alama Ave - Sanitary Sewer Mainline Root Cut Ball > 12-inch Diameter	\$ 1,340.00	1	\$ 1,340.00	SEGMENT	0.00	\$ -	0.00	-	0.00	\$ -	0%	\$ (1,340.00)	\$ -
24	Alama Ave - Sanitary Sewer Mainline Lateral Cut > 12-inch Diameter	\$ 530.00	1	\$ 530.00	EACH	0.00	\$ -	0.00	-	0.00	\$ -	0%	\$ (530.00)	\$ -
25	Alama Ave - Sanitary Sewer Mainline Lateral Cut > 12-inch Diameter	\$ 590.00	1	\$ 590.00	EACH	1.00	\$ 590.00	0.00	-	1.00	\$ 590.00	100%	\$ -	\$ 59.00
26	Alama Ave - Service Connection Reinstatement	\$ 1,620.00	18	\$ 90.00	EACH	14.00	\$ 1,260.00	0.00	-	14.00	\$ 1,260.00	78%	\$ (360.00)	\$ 126.00
27	Alama Ave - Die Testing of Existing Service Connections	\$ 1,080.00	18	\$ 60.00	EACH	0.00	\$ -	0.00	-	0.00	\$ -	0%	\$ (1,080.00)	\$ -
CO1	REDUCT LIQUIDATED DAMAGES	\$ (31,244.41)	1	\$ (31,244.41)	LS	0.00	\$ -	1.00	\$ (31,244.41)	1.00	\$ (31,244.41)	100%	\$ -	\$ (3,124.44)
TOTALS		\$ 318,185.79					\$ 312,444.10		\$ (31,244.41)		\$ 281,199.69		\$ (36,996.10)	\$ 28,119.97

- Change Order 1 Breakdown
- FINAL QUANTITY ADJUSTMENT: (\$36,996.10)
 - LIQUIDATED DAMAGES: (\$31,244.41)
 - TOTAL CHANGE ORDER: (\$68,240.51)

**IFB NO 20-008 CIPP REPAIRS SEA PALMS
DEVELOPMENT
BRUNSWICK, GA**

CHANGE ORDER NO. 1 (Final Adjusting)

PROJECT: IFB NO 20-008 CIPP REPAIRS SEA PALMS DEVELOPMENT

PROJECT NO.: IFB NO 20-008 DATE: May 14th, 2021

OWNER: BRUNSWICK GLYNN COUNTY JOINT WATER & SEWER COMMISSION

CONTRACTOR: IPR SOUTHEAST, LLC

The Contractor is hereby requested to comply with the following changes from the contract plans and specifications:

Item #	Description of Changes – Quantities, Unit Prices, Units, Etc.	Decrease In Contract Price	Increase In Contract Prices
	Final Line-Item Quantity Adjustments	(\$17,390.75)	\$0.00
	Total DECREASE	(\$17,390.75)	
	Total INCREASE		\$0.00
	Difference Col. (1) and (2)		
	Net DECREASE/INCREASE Contract Price	(\$17,390.75)	

The sum of \$17,390.75 is hereby deducted from the total contract price of \$250,497.25 and the final total contract price is \$233,106.50.

The time provided for completion in the contract is recommend to be increased by 0 calendar days*.

	Pay Request #7 (final)	\$8,435.25
	Retainage (held to date)	\$23,310.65
	Liquidated Damages*	(\$23,310.65)
	Final Payment to IPR	\$8,435.25

This document shall become an amendment to contract and all provisions of the contract will apply hereto.

ACCEPTED BY: _____ DATE: _____

IPR Southeast, LLC

RECOMMENDED BY: _____ DATE: _____

Andrew Burroughs, P.E.

APPROVED BY: _____ DATE: _____

Brunswick-Glynn County Joint Water & Sewer Commission

*Contract is over original construction time and is being assessed liquidated damages in the sum of the retainage held on the project.

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER:

BGCJWSC
1703 Gloucester Street
Brunswick, GA 31520
FROM CONTRACTOR:
IPR Southeast LLC
1510 Klondike Road Suite 400
Conyers, GA 30094

PROJECT: CIPP REPAIRS
SEA PALMS DEVELOPMENT
BRUNSWICK, GEORGIA

APPLICATION NO: 7 - FINAL

Distribution to:
☒ OWNER
☐ CONSTRUCTION MANAGER
☐ CONTRACTOR

PERIOD TO: 05/25/21

BGCJWSC PROJECT NO. 20-1398

IPR PROJECT NO. 92608300

NOTICE TO

PROCEED DATE: 3/9/20

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached

1 ORIGINAL CONTRACT SUM \$ 250,497.25
2 Net change by Change Orders \$ (40,701.40)
3 CONTRACT SUM TO DATE (Line 1 + 2) \$ 209,795.85
4 TOTAL COMPLETED & STORED TO DATE (Column 1 on G703) \$ 209,795.85

5 RETAINAGE:
a 0 % of Completed Work \$ 0.00
b 10 % of Stored Material \$ 0.00
(Attached Summary)

6 TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 0.00
7 LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 201,360.60
8 CURRENT PAYMENT DUE \$ 8,435.25
9 BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

CONTRACTOR:

By: *Michael Lyons* Date: 5/14/2021
State of: Georgia County of: DeKalb
Subscribed and sworn to before me this 14th day of May, 2021
Notary Public: Michael Lyons
My Commission expires: 02/04/2025



ENGINEER OR OWNER RECOMMENDATION FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the engineer or owner's project manager recommends that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT RECOMMENDED

AMOUNT RECOMMENDED \$ 0

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount recommended.)

By: _____ Date: _____

This pay application is not negotiable. The AMOUNT RECOMMENDED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CIPP REPAIRS SEA PALMS DEVELOPMENT
FOR BRUNSWICK-GLYNN COUNTY JOINT WATER AND SEWER COMMISSION

APPLICATION #:
PAY APP DATE:
PERIOD TO:
NTP DATE:

7. FINAL
5/14/2021
5/25/2021
3/9/2020

[illegible]

- FINAL QUANTITY ADJUSTMENT: (\$17,390.75)
- LIQUIDATED DAMAGES: (\$23,310.65)
- * TOTAL CHANGE ORDER: (\$40,701.40)



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, Executive Director
Date: Thursday, May 20, 2021
Re: APPROVAL – ATS Installation Change Order No. 1

Background

The JWSC awarded a contract on April 14, 2021 to Y-Delta Inc. in the amount of \$773,085.00 for the installation of 22 automatic transfer switches at pump station sites. At time of contract award, staff alerted the Commission that a budget adjustment would be necessary from FEMA/GEMA to proceed with the project. Following up with GEMA, it was determined that there would not be a sufficient adjustment to fund the entire project. GEMA now indicates that 10 of the installations may be funded and reimbursed up to 85%. Staff prioritized the station sites based upon existing conditions and determined the stations selected for submission to GEMA for reimbursement. Staff has confirmed that the reduction in scope does not impact which contractor is low bid for the project.

Staff Report

The requested change order is to reduce the scope of work awarded to Y-Delta Inc. to installation of the 10 automatic transfer switches and docking stations. The total cost of the installation based on the bids received is \$324,507.00. With FEMA reimbursing 75% and GEMA reimbursing 10% of the installation cost, the JWSC's share of the cost will be \$48,676.05. If the JWSC elected to self-fund the additional 12 transfer switch installation, the JWSC share would be \$497,254.05. Additional funding for the 12 installations not included in this change order and the additional 67 locations requested will be considered by FEMA/GEMA after January 1, 2022. This item was presented to the Facilities and Finance Committees on May 19, 2021.

Recommended Action

Staff recommends approving Change Order No. 1 with Y-Delta Inc. for installation of ten (10) automatic transfer switches at lift station sites in the amount of \$324,507.00.

Recommended Motion

"I move that the Brunswick-Glynn Joint Water and Sewer Commission approve Change Order No. 1 to the Automatic Transfer Switch Installation Project for the installation of ten (10) automatic transfer switches to Y-Delta Inc. in the amount of \$324,507.00."

Enclosures

Updated Bid Tab

Brunswick-Glynn Joint Water & Sewer Commission
IFB No. 21-018
Automatic Transfer Switches for JWSC Lift Stations - Change Order No. 1

					Original Bid		Change Order No. 1	
Item	Lift Station	Address	Quantity	Units	Unit Price	Total	Unit Price	Total
1	2001	350 Lord Avenue, St. Simons Island	1	LS	\$ 28,200.00	\$ 28,200.00	\$ -	\$ -
2	2002	440 Arnold Road, St. Simons Island	1	LS	\$ 28,226.00	\$ 28,226.00	\$ -	\$ -
3	2005	117 Worthing Road, St. Simons Island	1	LS	\$ 28,772.00	\$ 28,772.00	\$ 28,772.00	\$ 28,772.00
4	2008	10 Black Banks Drive, St. Simons Island	1	LS	\$ 28,486.00	\$ 28,486.00	\$ 28,486.00	\$ 28,486.00
5	2011	556 Windward Drive, St. Simons Island	1	LS	\$ 28,767.00	\$ 28,767.00	\$ 28,767.00	\$ 28,767.00
6	2013	1602 East Beach Causeway, St. Simons Island	1	LS	\$ 28,767.00	\$ 28,767.00	\$ -	\$ -
7	2022	225 Dunbarton Road, St. Simons Island	1	LS	\$ 28,634.00	\$ 28,634.00	\$ 28,634.00	\$ 28,634.00
8	2033	2913 Lawrence Road, St. Simons Island	1	LS	\$ 36,998.00	\$ 36,998.00	\$ -	\$ -
9	2039	130 Rosemont Street, St. Simons Island	1	LS	\$ 28,220.00	\$ 28,220.00	\$ -	\$ -
10	2056	1305 Lawrence Road, St. Simons Island	1	LS	\$ 28,208.00	\$ 28,208.00	\$ 28,208.00	\$ 28,208.00
11	2062	119 Marshes Edge Lane, St. Simons Island	1	LS	\$ 28,362.00	\$ 28,362.00	\$ 28,362.00	\$ 28,362.00
12	4006	3700 Altama Avenue, Brunswick	1	LS	\$ 49,358.00	\$ 49,358.00	\$ -	\$ -
13	4015	4000 Riverside Drive, Brunswick	1	LS	\$ 28,362.00	\$ 28,362.00	\$ -	\$ -
14	4016	209 Norman Street, Brunswick	1	LS	\$ 28,362.00	\$ 28,362.00	\$ 28,362.00	\$ 28,362.00
15	4021	4727 Altama Avenue, Brunswick	1	LS	\$ 26,200.00	\$ 26,200.00	\$ 26,200.00	\$ 26,200.00
16	4027	167 Stafford Avenue, Brunswick	1	LS	\$ 33,500.00	\$ 33,500.00	\$ -	\$ -
17	4028	101 Oscar Lane, Brunswick	1	LS	\$ 65,051.00	\$ 65,051.00	\$ -	\$ -
18	4035	3850 Ross Road, Brunswick	1	LS	\$ 49,358.00	\$ 49,358.00	\$ 49,358.00	\$ 49,358.00
19	4036	1253 B&W Grade Road, Brunswick	1	LS	\$ 49,358.00	\$ 49,358.00	\$ 49,358.00	\$ 49,358.00
20	4039	150 Indigo Drive, Brunswick	1	LS	\$ 43,250.00	\$ 43,250.00	\$ -	\$ -
21	4048	3983 Darien Highway, Brunswick	1	LS	\$ 48,896.00	\$ 48,896.00	\$ -	\$ -
22	4127	101 River Ridge Road, Brunswick	1	LS	\$ 29,750.00	\$ 29,750.00	\$ -	\$ -
TOTAL					<u>\$773,085.00</u>		<u>\$324,507.00</u>	



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, Executive Director
Date: Thursday, May 20, 2021
Re: APPROVAL – Total Compensation Study Contract Award

Background

Past JWSC compensation studies have focused strictly on the organization's pay plan with no emphasis on benefits provided. The JWSC wishes to review the existing pay plan as well as the value of benefits provided to staff members to ensure internal and external equity among different job classifications as well as remain competitive in the recruitment of staff members. The study will also consider the FLSA status of each job classification.

Staff Report

The Joint Water and Sewer Commission released Request for Proposal No. 21-020 Professional Services for Total Compensation Study on Friday, April 9, 2021. The following three (3) tasks/deliverables were outlined in the RFP:

- Deliverable 1 – Job Classification and Compensation Plan
- Deliverable 2 – Information Meetings (Project Inception) and Presentation of Findings
- Deliverable 3 – Implementation Plan

Three (3) proposals were received on Tuesday, May 4, 2021, and evaluated by JWSC staff members based on the following criteria and weighting:

- Experience & Qualifications (20 pts)
- Project Plan, Methodology, and Philosophy (40 pts)
- Proposed Project Schedule (25 pts)
- Pricing (15 pts)

A scoring matrix is attached. Pricing of the proposals ranged from a low of \$24,500.00 to a high of \$76,510.00.

Funding Source

This study will be funded from the Office of the Director's Technical Services Budget.

Recommended Action

JWSC staff recommends awarding a contract to Evergreen Solutions, Inc. to complete the tasks outlined in the RFP in the amount of \$24,500.00. This item was presented to the Finance Committee on May 19, 2021.

Recommended Motion

"I move that the Brunswick-Glynn Joint Water and Sewer Commission award a contract for the 2021 Total Compensation Study to Evergreen Solutions, Inc. in the amount of \$24,500.00."

Enclosures

Evaluation Scoring Matrix

Professional Services for Total Compensation Study for the BGJWSC RFP No. 21-020		Evergreen Solutions, LLC		Gallagher Human Resources & Compensation Consulting		Management Advisory Group International, Inc.	
Evaluation Criteria	Possible Points	#1	#2	#1	#2	#1	#2
<i>Experience & Qualifications</i>	20	15	20	20	14	18	16
<i>Project Plan, Methodology, & Philosophy</i>	40	38	32	36	33	36	28
<i>Proposed Project Schedule</i>	25	23	25	20	20	25	22
<i>Pricing</i>	15	15	15	5	5	10	10
TOTAL	AVERAGE SCORE	91.5		76.5		82.5	



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: LaDonnah Roberts, Deputy Executive Director
Date: Thursday, May 20, 2021
Re: Audit Services Contract

Background

The JWSC issued Request for Proposal No. 21-022 for Auditing Services on March 19, 2021. The period of performance for the services is an initial year for fiscal year ended June 30, 2021 with two options of one year each. Proposal due date was April 20, 2021.

Staff Report

Mauldin & Jenkins, CPAs & Advisors submitted a responsive bid in the amount of \$19,900 for each of the three periods.

Recommended Action

Staff recommends that the JWSC Commission approve engaging the accounting firm of Mauldin & Jenkins to perform the financial audit of Brunswick-Glynn Joint Water and Sewer Commission for the fiscal year ending June 30, 2021 with (2) one-year options at a cost of nineteen thousand, nine hundred dollars (\$19,900) per period. This item was reviewed and referred to the full Commission by the Finance Committee on May 19, 2021.

Recommended Motion

"I move that the Brunswick-Glynn Joint Water and Sewer Commission approve a contract of one year with two one-year options with Mauldin & Jenkins, CPA's for annual audit services in the amount of \$19,900 per year."



Brunswick-Glynn

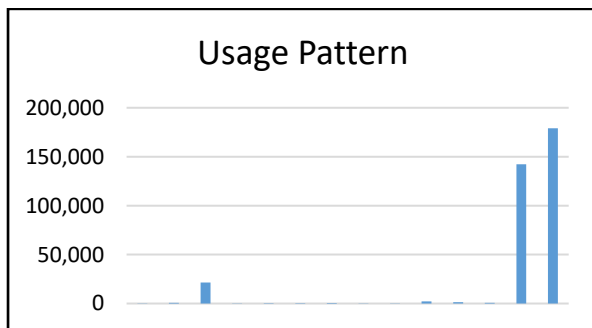
Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, Executive Director
Date: Thursday, May 20, 2021
Re: Approval – Leak Adjustment

Background:

The City of Brunswick requested a leak adjustment due to a water leak at the Roosevelt Lawrence Youth Center. Mr. City staff have repaired the leak and usage has returned to normal levels. Section 22-63(g) of the City of Brunswick Ordinances requires any leak adjustment totaling \$2,000 or more to be presented to the Commission for final approval.



Month	Usage	Ratio to Normal
Previous 12 Month Average	2,403	1.0
January 2021	179,120	74.5
February 2021	142,350	59.2

Staff Report

Staff has reviewed this request for a leak adjustment and determined that it should be granted to the customer. The calculated amount of the leak adjustment is \$2,003.90 for the City of Brunswick. The leak adjustment forms and supporting documentation are attached. This item was presented to the Finance Committee on May 19, 2021

Recommended Action

Staff recommends approving the leak adjustment in the amount of \$2,003.90 for the City of Brunswick.

Recommended Motion

"I move that the Brunswick-Glynn Joint Water and Sewer Commission approve the leak adjustment in the amount of \$2,003.90 to the account of the City of Brunswick as presented."

Enclosures

Leak Adjustment Request

JWSC Water & Sewer Leak Adjustment

Customer #: 120085601
 Name: CITY OF BRUNSWICK
 Problem: Billing Adjustment
 Service Type: Water And Sewer
 Location: BRUNSWICK DIST 9
 Address: 1109 H ST
 Address: BRUNSWICK GA, 31520

- ☒ Leak on Customers Property
☐ Filled Pool
☐ Opened Account - Late
☒ Average Consumption
☐ Other (Specify)
☐ Adjustment
☐ Charge To Account

Name: CITY OF BRUNSWICK

Average Readings:	
Month	Actual Usage
Twelve Month's Prior History	
12/17/2020	260
11/20/2020	770
10/19/2020	21460
09/18/2020	260
08/19/2020	440
07/20/2020	350
06/18/2020	550
05/20/2020	260
04/18/2020	260
03/18/2020	2150
02/20/2020	1320
01/21/2020	750
	28,830
12 Mth. Average:	2403
2 Times 12 Month Average	4805
If line 30 is less than leak no adjustment	
Months with Leak:	
02/22/2021	142350
01/21/2021	179120
Month Adjustment Breakdown	
02/22/2021	(\$812.59)
01/21/2021	(\$1,034.14)
	(\$1,846.73)
Entered By:	Acct. No.: Transaction Code:
	120085601 Leak Adjustment

Adjustment Calculations:			
Rate Year	Usage		Adjustment
FY2021	0		(\$1,846.73)
Late Fees			\$ (157.17)
Adjustment Amount			\$ (2,003.90)
Notes: Half the Leak Total			
02/22/2021	69974		
01/21/2021	88359		
Adjust-ment Amt.	+ or -	Description	
\$ (2,003.90)	-	Leak 01/21/21-02/22/2021	

Prepared By: DENISE PINKNEY

Date: 5/10/2021

Approved By:

Date:

Entered By:

Date:

Billing History Report

Name CITY OF BRUNSWICK
 Atcount# 120085601
 Service Type Water at Service Location 1109 H ST
 From: 01/21/2020
 To: 05/10/2021

Bill Date	Bill Days	Consumption	Total Charges
01/22/2020	27	750.0000	0.00
02/21/2020	30	1,320.0000	0.69
03/19/2020	27	2,150.0000	2.48
04/20/2020	32	260.0000	0.00
05/21/2020	31	260.0000	0.00
06/18/2020	28	550.0000	0.00
07/21/2020	33	350.0000	0.00
08/20/2020	30	440.0000	0.00
09/21/2020	32	260.0000	0.00
10/20/2020	29	21,460.0000	69.84
11/20/2020	31	770.0000	0.00
12/18/2020	28	260.0000	0.00
01/22/2021	35	179,120.0000	750.93
02/23/2021	32	142,350.0000	592.08
03/22/2021	27	7,010.0000	16.64
04/20/2021	29	4,150.0000	7.64
Totals	481	361,460.0000	1,440.30
Averages		22,591.2500	90.02

Billing History Report

Name CITY OF BRUNSWICK
 Account# 120085601
 Service Type Sewer at Service Location 1109 H ST
 From: 01/21/2020
 To: 05/10/2021

Bill Date	Bill Days	Consumption	Total Charges
01/22/2020	27	750.0000	0.00
02/21/2020	30	1,320.0000	2.47
03/19/2020	27	2,150.0000	8.89
04/20/2020	32	260.0000	0.00
05/21/2020	31	260.0000	0.00
06/18/2020	28	550.0000	0.00
07/21/2020	33	350.0000	0.00
08/20/2020	30	440.0000	0.00
09/21/2020	32	260.0000	0.00
10/20/2020	29	21,460.0000	158.16
11/20/2020	31	770.0000	0.00
12/18/2020	28	260.0000	0.00
01/22/2021	35	179,120.0000	1,376.87
02/23/2021	32	142,350.0000	1,092.64
03/22/2021	27	7,010.0000	46.46
04/20/2021	29	4,150.0000	24.35
Totals	481	361,460.0000	2,709.84
Averages		22,591.2500	169.37



**How doers
get more done.**

200 ALTAMA CONNECTOR
BRUNSWICK, GA 31520 (912)264-2025

0141 00007 67210 11/18/20 10:15 AM
SALE CASHIER JUSTIN

020352625348 20G 6 EWH <A> 325.00
20GAL/2000W ELEC PERF POU W/H
0000-210-095 5YR HDPP <B,U> 69.00
5YR HDPP

SUBTOTAL 394.00
SALES TAX 23.64
TOTAL \$417.64

XXXXXXXXXXXX0702 MASTERCARD
AUTH CODE 01853C/5070889
Chip Read
AID A0000000041010
USD\$ 417.64
TA
MASTERCARD

P.O.#/JOB NAME: CITY BRUNSWICK
<U> - NON-DISCOUNTABLE ITEM

0141 11/18/20 10:15 AM



0141 07 67210 11/18/2020 9123

RETURN POLICY DEFINITIONS		
POLICY ID	DAYS	POLICY EXPIRES ON
A	1	180 05/17/2021
B	9	90 02/16/2021

Due to COVID-19, we have extended our
returns policy for most items.
Please see [homedepot.com](https://www.homedepot.com) for details.

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H89 134850 134716
PASSWORD: 20568 134709

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.



PAINT



CENTRAL HARDWARE

NORWICH & "H" STREETS

P. O. BOX 1534

"The Store of 10,000 Items"

BRUNSWICK, GEORGIA 31520

PHONE 265-3510
AND
PHONE 265-3517

J. O. SHAW

Customer's Order No. _____		Date _____ 20__	
Name _____		City of Bwk	
Address _____		H Street	
SOLD BY	CASH	C.O.D.	CHARGE
			ON ACCT.
			MDSE. RETD.
			PAID OUT
QUAN.	DESCRIPTION	PRICE	AMOUNT
2	3/4" galv elbow	259	5 18
2	1/2" dresser coupling pvc	149	2 98
1	3/4" cpvc dresser coupling		4 99
3	3/4" cpvc elbows	70	2 10
4	1/2" pvc elbow	40	1 60
1	1/2" pvc cut off		2 89
2	reducer	49	98
1	female coupling		55
1	male "		60
1	3/4 x 10 galv. nipple		3 99
1	brass female cpvc		8 69
1	cpvc cement		3 79
1	purpose cement		3 39
1	stick 1/2" cpvc		4 29
2	stick 3/4" cpvc		6 99
All claims and returned goods MUST be accompanied by this bill.		TAX	53 01
46397	Received By _____	TOTAL	101 530

total 4771



**Brunswick-Glynn County Joint
Water and Sewer Commission**

1703 Gloucester Street
Brunswick, GA 31520
www.bgjwsc.org (912) 261-7100

Utility Service Bill



CITY OF BRUNSWICK
P O BOX 550
BRUNSWICK GA 31521-0550

6100
6130
53120

Account Number	Bill Date
120085601	01/22/2021
Billing Service Period	
12/18/2020 TO 01/22/2021	
Service Address	
1109 H ST BRUNSWICK, GA 31520	

Service	Prior Reading	Current Reading	Consumption	Service Amount
Balance Forward				\$88.54
Payments				\$0.00
Water	2,287,490	2,466,610	179,120	\$750.93
Sewer				\$1,376.87 -
Base Charge - Sewer				\$13.06
Sewer REU Fees				\$38.99
Base Charge - Water				\$7.60
Water REU Fees				\$15.89
4" Fire Protection				\$13.00
Late Charge				\$1.33
CURRENT CHARGES				\$2,217.67
FOR BILLING INQUIRIES PLEASE CALL (912) 261-7100 BETWEEN 8:00 A.M. AND 5:00 P.M.				TOTAL AMOUNT DUE BY 02/11/2021 \$2,306.21

Please visit <https://bgjwsc.org/donations> to discover ways that you can help those in critical financial need.

RETAIN THIS PORTION FOR YOUR RECORDS

PAYMENT METHODS

- ☐ Check made payable to JWSC
☐ Money Order made payable to JWSC

RETURN THIS PORTION OF BILL WITH PAYMENT. DO NOT SEND CASH.
Make Check Payable To: JWSC

Payment must be RECEIVED, NOT POSTMARKED, by the due date to avoid a late payment charge.



**Brunswick-Glynn County Joint
Water and Sewer Commission**

1703 Gloucester Street
Brunswick, GA 31520
www.bgjwsc.org (912) 261-7100

Account Number		
120085601		
TOTAL AMOUNT DUE BY	02/11/2021	\$2,306.21
PAYMENT AMOUNT ENCLOSED		

Please remit full payment of this bill by due date.

CITY OF BRUNSWICK
PO BOX 550
BRUNSWICK GA 31521-0550

Brunswick-Glynn County Joint
Water and Sewer Commission
P.O. Box 628396
Orlando, FL 32862-8396



7012008560100002306219

000121 01/27/2021 12721000 505862/21/505862 202201

Denise Pinkney

From: Jay Sellers
Sent: Friday, May 7, 2021 12:38 PM
To: Denise Pinkney
Subject: Fwd: Water Bill
Attachments: 1446_001.pdf

Good afternoon, Denise,

Please get this process started and give Mr. Bravo an update.

Sincerely,

Jay Sellers
Director of Administration
Brunswick-Glynn County
Joint Water & Sewer Commission
1703 Gloucester St
Brunswick, GA 31520
Office: 912.261.7123
Fax: 912.261.7178
Email: jsellers@bgjwsc.org

Please rate our service to you today using our survey: <https://www.bgjwsc.org/survey/> and Google Reviews: <https://g.page/BGJWSC/review>

Have you signed up to receive our emergency notifications regarding service outages or boil water advisories? Please click here to subscribe: <http://www.bgjwsc.org/subscribe-to-updates/>

From: Andrew Burroughs <ABurroughs@bgjwsc.org>
Sent: Thursday, May 6, 2021 10:59:30 AM
To: Jay Sellers <JSellers@bgjwsc.org>
Subject: FW: Water Bill

I don't see any leak adjustment requests in the system for this, but seems like an open and shut leak case here. Can you follow up with David Bravo (email in thread) and get this processed for the City? Assuming of course it was an actual leak. Last two months bills appear to be a bit above average but nothing excessive.

Thanks,

Andrew

From: Regina McDuffie <rmcduffie@cityofbrunswick-ga.gov>
Sent: Thursday, May 6, 2021 8:46 AM
To: Andrew Burroughs <ABurroughs@bgjwsc.org>
Subject: FW: Water Bill

Hi Andrew,

I hope all is well with the water system. The Mayor mentioned that you all inquired about the city's plans for the ARPA funds. Give me a call to discuss it.

On another note, attached is billing and information regarding a water breach at the City's Roosevelt Lawrence Youth Center. The Center Coordinator stated that he had submitted paperwork for an adjustment to be made to the billing which required a 60 to 90 day processing period. The normal bill is approximately \$90.00 per month. I would like to know how this is handled and if any additional consideration can be given to the city account. Please advise or direct me to the proper personnel for handling. Your attention and consideration is appreciated. Please let me know if you have any questions. RMM

P.S. The water tower on Prince looks great!!

Regards,

Regina M. McDuffie, City Manager

City of Brunswick
601 Gloucester Street
Brunswick, Georgia 31520
Ph: (912) 267-5500
Fax: (912) 267-5549
rmcduffie@cityofbrunswick-ga.gov



From: David Bravo <dbravo@cityofbrunswick-ga.gov>
Sent: Wednesday, May 05, 2021 11:43 AM
To: Regina McDuffie <rmcduffie@cityofbrunswick-ga.gov>
Subject: RE: Water Bill

Please find the attached receipt for the purchase of a water heater, parts and p/d water bill.

Regards,
David

From: Regina McDuffie <rmcduffie@cityofbrunswick-ga.gov>
Sent: Tuesday, May 4, 2021 10:15 PM
To: David Bravo <dbravo@cityofbrunswick-ga.gov>
Subject: RE: Water Bill

What paperwork was submitted? Please send me a copy of the bill. RMM

Regards,

Regina M. McDuffie, City Manager
City of Brunswick, GA

601 Gloucester St.
Brunswick, GA 31520

Phone (912) 267-5500

Email rmcduffie@cityofbrunswick-ga.gov

From: David Bravo <dbravo@cityofbrunswick-ga.gov>

Sent: Tuesday, May 4, 2021 9:38 AM

To: Regina McDuffie <rmcduffie@cityofbrunswick-ga.gov>

Subject: FW: Water Bill

FYI.

From: Langston Gamble <lgamble@cityofbrunswick-ga.gov>

Sent: Tuesday, May 4, 2021 9:34 AM

To: David Bravo <dbravo@cityofbrunswick-ga.gov>

Subject: RE: Water Bill

I submitted the paperwork you have to wait 60 to 90 days before you hear anything

From: David Bravo <dbravo@cityofbrunswick-ga.gov>

Sent: Friday, April 30, 2021 10:50 AM

To: Langston Gamble <lgamble@cityofbrunswick-ga.gov>

Subject: Water Bill

Please give me an update about the water bill. Thanks.

Regards,

David Bravo
CDBG - Grants Program Specialist
Neighborhood and Community Services
City of Brunswick
912.267.5584
@citybwkga