



Brunswick-Glynn Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick GA 31520
Thursday, October 21, 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.

COMMITTEE UPDATES

Facilities Committee – Chairman Turnipseed

Finance Committee – Commissioner Duncan

APPROVAL

- 1. Minutes from September 16, 2021 Regular Meeting** (*subject to any necessary changes*)
- 2. Minutes from September 16, 2021 Executive Session** (*subject to any necessary changes*)
- 3. FY2020-2021 Financial Audit Presentation/Approval** – L. Roberts
- 4. Fiscal Year 2021 Year End Transfer** – A. Burroughs
- 5. Dunbar Creek WPCF Design-Build Contract Award** – A. Burroughs
- 6. Academy Creek Influent VFD Replacement** – A. Burroughs
- 7. North Mainland Water Loop Engineering Contract Award** – A. Burroughs
- 8. PS4044 Engineering Contract Award** – T. Kline
- 9. Leak Adjustment** – A. Burroughs
- 10. Dunbar Creek Aeration Basin No. 2 Bid Rejection** – A. Burroughs
- 11. Infrastructure Dedication** – T. Kline

DISCUSSION

- 1. Update – Self-Funded Health Insurance Plan** – C. Tindall, First Coast Benefits Solutions, Inc.

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, October 21, 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
 Janice Meridith, Executive Commission Admin.
 Catina Tindall, First Coast Benefits Solutions, Inc.

ABSENT: **Chad Strickland, Commissioner**

MEDIA: **None Present**

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.

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

The Chairman requested a motion to excuse Commissioner Strickland from this meeting.

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

COMMITTEE UPDATES

Facilities Committee – Chairman Turnipseed

Chairman Turnipseed reported that the Facilities Committee had met the previous day at 1:00 p.m. The Chairman stated that the Committee reviewed and forwarded several items to the full Commission for approval. Those approval items include: Dunbar Creek WPCF Design/Build Contract Award, Academy Creek Influent VFD Replacement, North Mainland Water Loops Engineering Contract Award, PS4044 Engineering Contract Award, Dunbar Creek Aeration Basin Bid Rejection, and an Infrastructure Dedication. The Chairman also noted that the WPCFs are doing very well and all within permit, with

plant capacities being: Academy Creek at 58%, Dunbar Creek at 78%, and South Port at 29%. Chairman Turnipseed commended all of the water operations staff on the great jobs they all do. The Capital Projects report was good and photos of 16 projects were provided.

Finance Committee – Commissioner Duncan

Committee Chairman Duncan reported that the Finance Committee meeting was held on the previous day at 3:00 p.m. The Committee reviewed and approved items parallel to those recommended by the Facilities Committee to be forwarded to the full Commission for approval. Committee Chairman Duncan also commented on the financial statement presented to the Finance Committee and noted some of the details on the Capital Projects Construction Program.

APPROVAL

1. Minutes from the September 16, 2021 Regular Commission Meeting

Commissioner Neal made a motion seconded by Commissioner Harvey to approve the minutes from the September 16, 2021 Regular Commission Meeting. Motion carried 6-0-1. (Commissioner Strickland was absent.)

2. Minutes from the September 16, 2021 Executive Session

Commissioner Cook made a motion seconded by Commissioner Harvey to approve the minutes from the September 16, 2021 Executive Session. Motion carried 6-0-1. (Commissioner Strickland was absent.)

3. FY2020-2021 Financial Audit Presentation/Approval – L. Roberts

Mrs. Roberts presented the FY2020-2021 Financial Audit Results to the full Commission. She first gave an introduction highlighting Mauldin & Jenkins, the auditing firm contracted to perform the FY2020-2021 Audit and prepare a formal analysis and opinion of JWSC's Financial and Compliance Audit. Mrs. Roberts then proceeded to provide an overview of the results as prepared by Trey Scott. Mauldin & Jenkins had a clean opinion of JWSC's audit with no findings and no management points to be made. The report indicated that JWSC has a strong balance sheet, good current year operations, great cash flow from operations, and made very favorable reinvestments into the System. There were no auditor adjustments required, nor any difficulties or disagreements. Mauldin & Jenkins determined that all of the required communications were present as well. JWSC had an excellent Financial and Compliance Audit for FY2020-2021.

Commissioner Duncan made a motion seconded by Commissioner Cook to move that the Brunswick-Glynn Joint Water & Sewer Commission approve the Financial and Compliance Audit for Fiscal Year 2020-2021 as presented. Motion carried 6-0-1. (Commissioner Strickland was absent.)

Chairman Turnipseed recognized LaDonnah Roberts and Frances Wilson for the great job they did and all of their hard work during the audit process.

4. Fiscal Year 2021 Year End Transfer – A. Burroughs

Mr. Burroughs informed the Commission that the audited financial statements from Fiscal Year 2021 show a Net Operating Revenue for the fiscal year in the amount of \$2,131,921. Operating revenues for the year were \$33,222,951 against operating expenses of \$20,590,331 and non-operating expenses of \$10,189,120. He noted that non-operating expenses include debt service and interest payments, bad debt expenses, and planned reserve transfers to the Repair and Replacement Reserve and Capital Reserve. As a result of effective management of operational funds, JWSC has positioned itself to be able to transfer funds to their elective reserves. Changes in Group Health Insurance, difficulties filling open positions throughout the pandemic, and a significant reduction in training opportunities due to the pandemic created personnel savings exceeding \$900,000. Mr. Burroughs also stated that other areas where significant savings were realized include Investment Fees, Pump Station Electricity, Odor Control, Improved Maintenance Practices, and Legal Fees. These line items' savings total nearly \$700,000. Based on current cash balances and projected upcoming cash needs, JWSC staff is comfortable recommending a

total transfer amount of \$1,700,000. Staff recommended the following actions be taken with the year-end transfer amount of \$1,700,000:

- Transfer Savings from Group Insurance into the Group Insurance Reserve in the amount of \$300,000;
- Contribute Savings from Combined Personnel Cost Line Items to the BGJWSC Retirement Plan to reduce the unfunded liability in the amount of \$300,000; and
- Transfer Savings from Operational Line Items to the Repair and Replacement Reserve in the amount of \$1,100,000.

Commissioner Stephens made a motion seconded by Commissioner Neal to move that the Brunswick-Glynn Joint Water and Sewer Commission authorize the transfer of \$300,000 to the Group Insurance Reserve, \$300,000 to the Brunswick-Glynn Water and Sewer Retirement Plan, and \$1,100,000 to the Repair and Replacement Reserve from net operating revenue generated in Fiscal Year 2021. Motion carried 6-0-1. (Commissioner Strickland was absent.)

5. Dunbar Creek WPCF Design/Build Contract Award – A. Burroughs

Mr. Burroughs advised that the JWSC has identified a list of improvements needed at Dunbar Creek Water Pollution Control Facility. These improvements include the following areas: RAS flow control, aeration systems and controls, clarification capacity, UV disinfection capacity, tertiary filtration capacity, odor control, wastewater reuse systems and entrance roadway improvements. The project is to be designed and constructed in two phases using the progressive design/build delivery method. Phase One will have the selected firm prepare design to 30% complete; develop and propose a Guaranteed Maximum Price (GMP) cost proposal for completion of Phase Two. Phase Two will have the selected firm complete the design, perform construction and post-construction tasks, including performance testing, startup commissioning and operator training and support, if GMP price is approved and accepted by the JWSC at the conclusion of Phase One. Mr. Burroughs provided a flow chart detailing the design/build process. Three (3) proposals were received on Tuesday, September 28, 2021. A three (3) member panel with representation from JWSC Operations, Engineering, and the Senior Leadership teams reviewed and scored each proposal. Mr. Burroughs provided a copy of the combined evaluation matrix. BRW Construction Group, LLC. received the highest average score of 93. Phase One services from BRW Construction Group, LLC will cost \$53,300.00. The proposed overhead and fee percentages that will be added to all Phase Two services, if awarded, will be 11% and 10% respectively, and will not exceed the Guaranteed Maximum Price.

Commissioner Duncan made a motion seconded by Commissioner Cook to move that the Brunswick-Glynn Joint Water and Sewer Commission award a contract for Phase One Services for the Progressive Design/Build Services for Dunbar Creek WPCF Rehabilitation to BRW Construction, LLC in the amount of \$53,300.00. Motion carried 6-0-1. (Commissioner Strickland was absent.)

6. Academy Creek Influent VFD Replacement – A. Burroughs

Mr. Burroughs provided that the influent pumping station at Academy Creek takes flow from the gravity collection system and pumps into the plant processes. There are 4 influent pumps and each of these are operated by variable frequency drives (VFDs) to allow for speed control and in-rush control. Mr. Burroughs further noted that currently, 2 of these VFDs are inoperable. One pump is not in the wet well at this point as it had to be sent for repairs. A third pump is operating only in on/off mode and must be turned on manually. These VFDs need replacing and the other 2 are nearing the end of their useful life. Mr. Burroughs provided that staff solicited quotes from 3 electrical contractors for the replacement of the VFDs. After reviewing the quotes, staff approached the contractor currently performing the overall plant upgrade at Academy Creek for pricing to replace all 4 VFDs. Ruby-Collins approached their electrical subcontractor, White Electric Construction Company, about this project for pricing which came in at \$138,725.00 to which Ruby-Collins would add 5% to for overhead and bonding as the prime contractor. After prime contractor markup, the total cost for the installation of the VFDs would be \$145,661.25. All

quotes were provided using the same VFD model. Pump and Process Equipment's quote was the lowest apparent bid.

Commissioner Duncan made a motion seconded by Commissioner Neal to move that the Brunswick-Glynn Joint Water and Sewer Commission award a contract to Pump and Process Equipment for the replacement of 4 VFDs at the Academy Creek influent pumping station in the amount of \$91,988.00. Motion carried 6-0-1. (Commissioner Strickland was absent.)

7. North Mainland Water Loops Engineering Contract Award – A. Burroughs

Mr. Burroughs stated that in the North Mainland District, there are existing areas within the water system that are isolated and challenged to provide adequate pressure on a continuous basis for the daily water demand in an event of a water main break. Cross connecting within the water system by looping will increase coverage for critical fire protection and allow for residential and commercial owners to have reliable and ample access to a dependable water source managed by the JWSC. Design and construction management services are needed at this time to meet the next overall project milestone. Mr. Burroughs described the three project locations where the loops will be designed:

- Approximately 1,100 LF of proposed water line loop on Hautala Drive connecting existing 12-inch on Cate Road to existing 16-inch on Old Jesup Road.
- Approximately 1,100 LF and 3,000 LF of proposed water line loop on Bailey Road and Old Jesup Road connecting existing 12-inch Perry Lane Road to existing 8-inch stub out near the intersection of Old Jesup Road/New Jesup Road and 16-inch stub out near the intersection of Lillie Way/Old Jesup Road.
- Approximately 500 LF of proposed water line loop connecting existing 8-inch stub out on Millenium Blvd. to stub out near the intersection of Perry Lane Road/Venture Drive.

Out of the eight proposals received and scored, Four Waters Engineering, Inc. had the highest score of 90.7. Funding will come from the R&R Reserve as part of the 2021 Capital Projects Plan.

Commissioner Neal made a motion seconded by Commissioner Cook to move that the Brunswick-Glynn Joint Water and Sewer Commission award a contract for Engineering Services to Four Waters Engineering in the amount of \$214,000.00 for the North Mainland Water Loops Project. Motion carried 6-0-1. (Commissioner Strickland was absent.)

8. PS4044 Engineering Contract Award – T. Kline

Mr. Kline advised that JWSC had previously received an Unsolicited Proposal from a developer who was part-way through the engineering phase of their project and decided not to complete the project. JWSC staff received an engineering and construction administration services proposal letter dated September 30, 2021, from Lovell Engineering Associates, PC which included the proposal request for funding and time in the contract lump sum amount of \$71,750.00 with the 145 days for design services and six months expected for construction duration. The Engineering Consultant is responsible for a quality and complete bid-ready design package as requested by JWSC for construction project advertisement. The Engineering Consultant shall assist the JWSC in securing, evaluating, and awarding the successful bid for the construction of the Project, in addition to providing professional services during construction to assist in obtaining a complete project in accordance with the purpose and intent of the Construction Division. Mr. Kline explained that JWSC already has the water and sewer easement, and that the pump station is being relocated since it needs rehabilitation anyways. The bank will donate the land necessary in trade for a hook up to sewer. Mr. Kline provided a map and a detailed explanation of the current and proposed location of PS4044 and associated items. After completion, black vinyl fencing will be placed around the pump station. The aesthetics of the newly relocated pump station will be much improved as well as the immediate area.

Commissioner Duncan made a motion seconded by Commissioner Stephens to move that the Brunswick-Glynn Joint Water and Sewer Commission award a contract for Engineering Services to Lovell

Engineering Associates, PC in the amount of \$71,750.00 for the Pump Station 4044 Rehab Project, and that the property acquisition takes place prior to the Engineering Services and Design. Motion carried 6-0-1. (Commissioner Strickland was absent.)

9. Leak Adjustment – A. Burroughs

Mr. Burroughs provided that the UGA Marine Extension Service requested a leak adjustment due to a water leak at their offices located at 715 Bay Street. They did have Rooter Express repair the leak and their usage has returned to normal levels. Staff has reviewed this leak adjustment request and has determined it should be granted to the customer in the calculated amount of \$6,040.23. The use of the customer's usage data, formula and calculations for the determination of how much to adjust an account for a leak adjustment was discussed and noted to be provided in the future.

Commissioner Cook made a motion seconded by Commissioner Harvey to move that the Brunswick-Glynn Joint Water and Sewer Commission approve the leak adjustment in the amount of \$6,040.23 to the account of the Marine Extension Service as presented. Motion carried 6-0-1. (Commissioner Strickland was absent.)

10. Dunbar Creek Aeration Basin No. 2 Bid Rejection – A. Burroughs

Mr. Burroughs stated that the Dunbar Creek Aeration Basin No. 2 Painting Project scope of work includes all labor and materials for the interior and exterior cleaning, repair, and repainting of the existing above-ground steel tank. The aeration basin serves as part of the biological treatment system for the Dunbar Creek WPCF. Two bids were received on October 5, 2021 in the amounts of \$773,930.00 from BRW Construction Group, LLC and \$790,500.00 from Worldwide Industries Corporation. The available funding amount is in line with unit costs for the Elevated Storage Tank Painting Projects at Prince Street and Demere Road. The pricing for the two bids received exceed the available funds for this work. Further noted, adjustment of the quantities to come within available funds is not feasible. Staff recommended rejecting all bids.

Commissioner Neal made a motion seconded by Commissioner Cook to move that the Brunswick-Glynn Joint Water and Sewer Commission reject all bids for IFB No. 22-006 Dunbar Creek Aeration Basin No. 2 Painting due to insufficient funds being allocated for the project. Motion carried 6-0-1. (Commissioner Strickland was absent.)

11. Infrastructure Dedication – T. Kline

Mr. Kline presented a dedication of infrastructure to the Commissioners. He provided a map on GIS showing the location of St. Francis Xavier Catholic Church and the Annex that was added in March of 2019. The Catholic Archdiocese of Savannah desired to dedicate the infrastructure which has been incomplete pending accurate Final Record Drawings. Mr. Kline noted that in lieu of those record drawings, JWSC secured the signature of the Utility Contractor, Woodard Construction, on construction as-builts and has a complete Final inspection from the JWSC Inspector. All requirements of the BGJWSC Standards for Water & Sewer Design and Construction and Development Procedures have been met, and all related documents submitted.

Commissioner Harvey made a motion seconded by Commissioner Cook to move that the JWSC Commission accept the above described infrastructure for public ownership. Motion carried 6-0-1. (Commissioner Strickland was absent.)

DISCUSSION

1. Update – Self-Funded Health Insurance Plan – C. Tindall, First Coast Benefits Solutions, Inc.
Mrs. Tindall provided an update on the Self-Funded Group Health Insurance Plan for the Commission. The plan is doing very well, and a good amount of savings have been incurred by JWSC moving from a fully-funded plan to a self-funded plan. Mrs. Tindall noted several details and added that the claims were low during 2021 due to COVID and reduced elective surgeries being performed. The cost of premiums

paid by the employees did not rise this year from the previous year. It was noted that this was a good decision for JWSC and the employees.

EXECUTIVE DIRECTOR'S UPDATE

Mr. Burroughs reported that the open cut installation of the North Mainland Force Main is completed and the horizontal directional drilling is to begin in the next week. The Arco Water & Sewer, Pump Station 2002 Force Main, and Canal Road WPF engineering proposals are due back before the next meeting. Mr. Burroughs commended Mrs. Roberts and Mrs. Wilson for their hard work on the audit. JWSC has been recognized again this year by GAWP with the Water Distribution Systems Gold Award which Derrick Simmons and Matt Lane will be at the GAWP Fall Conference to accept the award in person. Mr. Burroughs congratulated Commissioner Stephens on being re-appointed to JWSC's Board for another 4 year term.

CHAIRMAN'S UPDATE

Chairman Turnipseed congratulated the staff on receiving the Gold Award for the Water Distribution System again this year. He noted the December date of the Christmas Luncheon, and that the Commissioners would serve the drinks again this year.

EXECUTIVE SESSION

Commissioner Stephens made a motion seconded by Commissioner Harvey to enter into Executive Session to discuss Property with a vote to be taken after. Motion carried 6-0-1. (Commissioner Strickland was absent.)

Return to Regular Session

Commissioner Duncan made a motion seconded by Commissioner Harvey to return to Regular Session. Motion carried 6-0-1. (Commissioner Strickland was absent.)

APPROVAL cont.

Commissioner Duncan made a motion seconded by Commissioner Harvey to move to extend the Due Diligence period by 30 days on the Property Sale/Purchase Agreement with VC Dirt, LLC. Motion carried 6-0-1. (Commissioner Strickland was absent.)

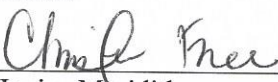
Commissioner Harvey made a motion seconded by Commissioner Duncan to adjourn the meeting. Motion carried 6-0-1. (Commissioner Strickland was absent.)

There being no additional business to bring before the Commission, Chairman Turnipseed adjourned the meeting at 3:17 p.m.



G. Ben Turnipseed,
Commission Chairman

Attest:



Janice Meridith,
Executive Commission Administrator

BGJWSC

***Auditor's Discussion
& Analysis***

**Financial & Compliance Audit
June 30, 2021**



Presented by:

Trey Scott, CPA

**MAULDIN
& JENKINS**



***Financial & Compliance Audit
June 30, 2021***



About M&J

- Founded ~ 1920. Based in Georgia. Twelve (12) Offices.

Savannah – Macon – Atlanta – Albany

Columbia – Chattanooga – Bradenton – Sarasota

Birmingham – Huntsville – Athens – Florence

- 110,000+ hours of service annually to government

(28% of firm total hours and 40% of firm attest work)

- Approx. 550 state and local governments currently served.

- **100+ Water and Sewer Entities Served**





Independent Auditor's Report

- **BGJWSC** = *Responsible for financial statements*
- **M&J** = *To express an opinion*
- **Auditing Standards** = *GAS = Gov't Auditing Stds.*
- **Unmodified Report Issued** = *Clean Opinion*
- ***No Findings/Management Points***



Review of Financial Statements & Notes

Balance Sheet

- Assets (and deferred outflows) increased \$14.5M from \$193.1M to **\$207.6M**.
 - NBV - Capital assets increased by \$11.7M.
- Liabilities (and deferred inflows) increased \$5.5M from \$41.4M to **\$46.9M**.
 - New GEFA Loan – draws ~\$6M.
 - Net Pension liability decrease of ~\$350k



***Financial & Compliance Audit
June 30, 2021***





Review of Financial Statements & Notes

Cash Flows

- Operating cash flows amounted to **\$16M**
- Primary Uses:
 - Purchase of **\$17.3M** of capital assets
 - Payment of **\$3.6M** in principal/interest on LTD
- Cash & cash equiv. increased \$1.6M going from \$21.6M to **\$23.2M**.



Review of Financial Statements & Notes

Footnotes

- Accounting policies
- Cash & investments
- Receivables
- Capital Assets
- Long-term liabilities
- Net Investment in Capital Assets
- Pension benefit plan
- Risk management
- Commitments & Contingencies
- Subsequent Event



Compliance Reports

- **Yellow Book Report**

- Tests of overall internal controls and compliance with laws, regulations, contracts, and grants.

- **Single Audit Report**

- Tests of specific internal controls and compliance relative to two major programs:

- 1) Clean Water SRF (\$2.7M),
- 2) Drinking Water SRF (\$3.4M).



Required Communications

- Tailored scopes & procedures
- Audit standards
- Accounting policies
- Judgments & estimates
- No adjustments
- No consultations
- Disclosures & related accounting matters
- No difficulties or disagreements
- New pronouncements
- Management representations
- Independence





Closing Thoughts

- **Free Continuing Education** – Annually, we provide ~30 hours free continuing education (via in person in various locations & webcasts) to governmental clients.
- **Newsletters** – Periodically provided based on topics.
- **Closing** – Feel free to contact us with questions anytime. Thanks for the opportunity to serve.

BGJWSC

Auditor's Discussion & Analysis

Financial & Compliance Audit – June 30, 2021



Presented by:

Trey Scott, CPA
(912)232-1622

**MAULDIN
& JENKINS**



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, P.E., Executive Director
Date: Thursday, October 21, 2021
Re: APPROVAL – Fiscal Year 2021 Year End Transfer

Background

The audited financial statements from Fiscal Year 2021 show a Net Operating Revenue for the fiscal year of \$2,131,921. Operating revenues for the year were \$33,222,951 against operating expenses of \$20,590,331 and non-operating expenses of \$10,189,120. Non-operating expenses include debt service and interest payments, bad debt expenses, and planned reserve transfers to the Repair and Replacement Reserve and Capital Reserve.

<u>Fiscal Year 2021</u>	<u>Total</u>
Operating Revenue	\$33,222,951
Operating Expenses	(\$20,590,331)
Non-Operating Expenses	(\$10,189,120)
Net Operating Revenue	\$2,131,921

Staff Report

The Fiscal Year 2021 financial statements have been audited by our external auditors. As a result of effective management of operational funds, JWSC has positioned itself to be able to transfer funds to their elective reserves. Changes in Group Health Insurance, difficulties filling open positions throughout the pandemic, and a significant reduction in training opportunities due to the pandemic created personnel savings exceeding \$900,000. Other areas where significant savings were realized include Investment Fees, Pump Station Electricity, Odor Control, and Legal Fees. These line items savings total nearly \$700,000. Based upon current cash balances and projected upcoming cash needs, staff is comfortable recommending a total transfer amount of \$1,700,000.

This item was presented to the Finance Committees on October 20, 2021.

Recommended Action

Staff recommends the following actions be taken with the year-end transfer amount of \$1,700,000:

- Transfer Savings from Group Insurance into the Group Insurance Reserve in the amount of \$300,000
- Contribute Savings from Combined Personnel Cost Line Items to the Brunswick-Glynn County Water and Sewer Retirement Plan to reduce the unfunded liability in the amount of \$300,000
- Transfer Savings from Operational Line Items to the Repair and Replacement Reserve in the amount of \$1,100,000.

Recommended Motion

“I move that the Brunswick-Glynn Joint Water and Sewer Commission authorize the transfer of \$300,000 to the Group Insurance Reserve, \$300,000 to the Brunswick-Glynn County Water and Sewer Retirement Plan, and \$1,100,000 to the Repair and Replacement Reserve from net operating revenue generated in Fiscal Year 2021.”



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, P.E., Executive Director
Date: Thursday, October 21, 2021
Re: APPROVAL – Contract Award – Progressive Design/Build - Dunbar Creek WPCF Rehab

Background

The JWSC has identified a list of improvements needed at the Dunbar Creek Water Pollution Control Facility (WPCF). These improvements include the following areas: RAS flow control, aeration systems and controls, clarification capacity, UV disinfection capacity, tertiary filtration capacity, odor control, wastewater reuse systems and entrance roadway improvements. The project is to be designed and constructed in two phases using the progressive design/build delivery method. Phase One will have the selected firm prepare design to 30% complete; develop and propose a Guaranteed Maximum Price (GMP) cost proposal for completion of Phase Two. Phase Two will have the selected firm complete the design, perform construction and post-construction tasks, including performance testing, startup commissioning and operator training and support, if GMP price is approved and accepted by the JWSC at the conclusion of Phase One. See attached flow chart detailing the design/build process.

Staff Report

Request For Proposals No. 22-007 Progressive Design/Build Services for the Dunbar Creek WPCF (Water Pollution Control Facility) Rehabilitation project was released on Friday, August 20, 2021. A pre-proposal site visit was held on Wednesday, September 8, 2021, with nineteen (19) design and/or contracting firms in attendance. In addition, five (5) supplier support-related firms in attendance. Three (3) proposals were received on Tuesday, September 28, 2021. A three (3) member panel with representation from JWSC Operations, Engineering and the Senior Leadership teams reviewed and scored each proposal. A copy of the combined evaluation matrix is attached. BRW Construction Group, LLC., received the highest average score of 93. Phase One services from BRW Construction Group, LLC will cost \$53,300.00. The proposed overhead and fee percentages that will be added to all Phase Two services, if awarded, will be 11% and 10% respectively. This item was presented to the Facilities and Finance Committee on October 20, 2021.

Funding Source

Phase One of this project is to be funded from the R&R Reserve Project Number 2106. The budgeted funding amount was \$450,000.00 for engineering, which is more than sufficient to cover Phase One services.

Recommended Action

Staff recommends moving forward with an award to **BRW Construction Group, LLC** for the Progressive Design/Build Services Dunbar Creek WPCF Rehabilitation Project.

Recommended Motion

“I move that the Brunswick-Glynn Joint Water and Sewer Commission award a contract for Phase One services for the Progressive Design/Build Services for Dunbar Creek WPCF Rehabilitation to BRW Construction, LLC in the amount of \$53,300.00.”

Enclosures

Evaluation Matrix dated October 12, 2021
Progressive Design/Build Conceptual Process
Project Delivery Methods Concepts & Characteristics

Dunbar Creek
Progressive Design Build Rehabilitation Project
RFP NO. 22-007
September 28, 2021

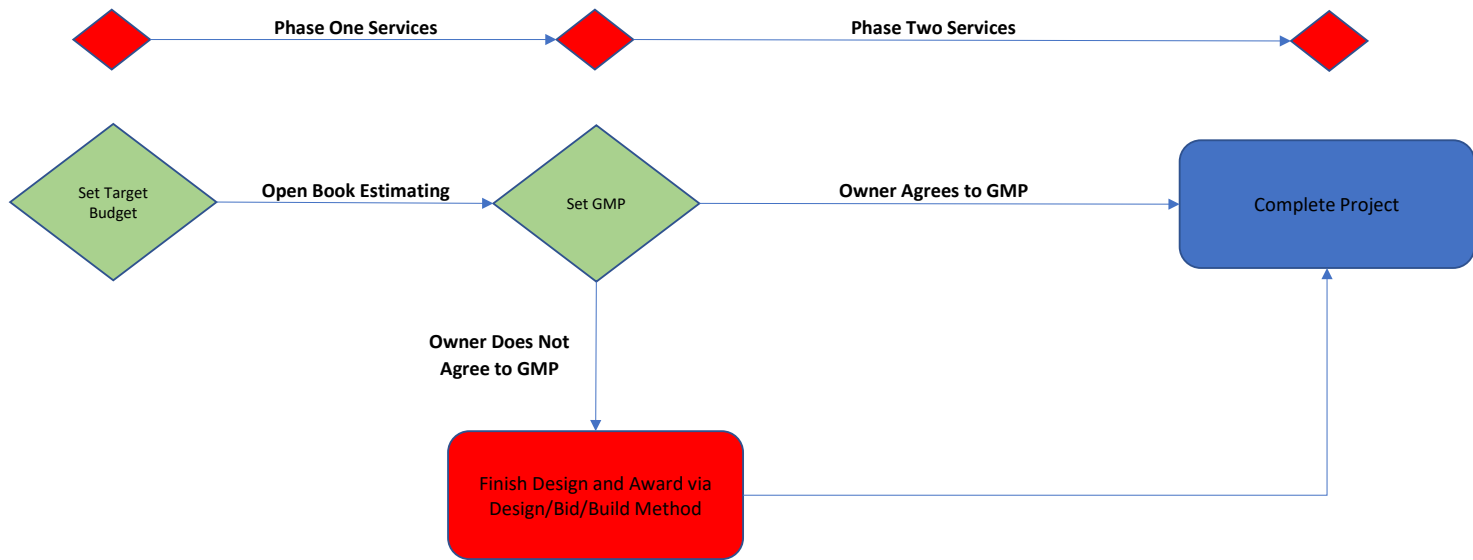
Evaluation Criteria		BRW Construction Group, LLC			Ruby-Collins, Inc.			Sawcross, Inc.		
Strength of the Project Team members, & key project staff	Possible Points	Evaluator #1	Evaluator #2	Evaluator #3	Evaluator #1	Evaluator #2	Evaluator #3	Evaluator #1	Evaluator #2	Evaluator #3
Design-Build Project Manager	5	5	5	5	5	4	5	5	3	5
Design Manager	5	5	4	5	5	5	5	5	3	5
Construction Manager/Project Site Superintendent	10	10	8	8	5	10	10	5	9	10
Lead Process Engineer	10	10	10	10	5	8	10	5	9	10
Total Subcategory Points:	30	30	27	28	20	27	30	20	24	30

Technical Approach	Possible Points	Evaluator #1	Evaluator #2	Evaluator #3	Evaluator #1	Evaluator #2	Evaluator #3	Evaluator #1	Evaluator #2	Evaluator #3
Process design and enhancements	10	10	10	10	10	9	8	5	8	7
Reliability and redundancy	5	5	5	5	5	5	5	5	5	4
Project schedule.	10	5	10	10	5	9	10	5	8	10
Best Value Alternatives	10	5	10	10	10	8	10	5	9	8
Ease of Operation and Maintenance	10	10	8	10	10	9	10	10	10	8
Total Subcategory Points:	45	35	43	45	40	40	43	30	40	37

Project Implementation Reliability	Possible Points	Evaluator #1	Evaluator #2	Evaluator #3	Evaluator #1	Evaluator #2	Evaluator #3	Evaluator #1	Evaluator #2	Evaluator #3
Project management approach.	5	5	3	5	5	5	4	5	4	3
Financial capability and surety information	5	5	5	5	5	5	5	5	4	5
Experience with similar projects.	10	10	9	10	10	10	9	5	8	8
Acceptance of Agreement terms.	5	5	5	5	5	5	5	5	5	5
Total Subcategory Points:	25	25	22	25	25	25	23	20	21	21

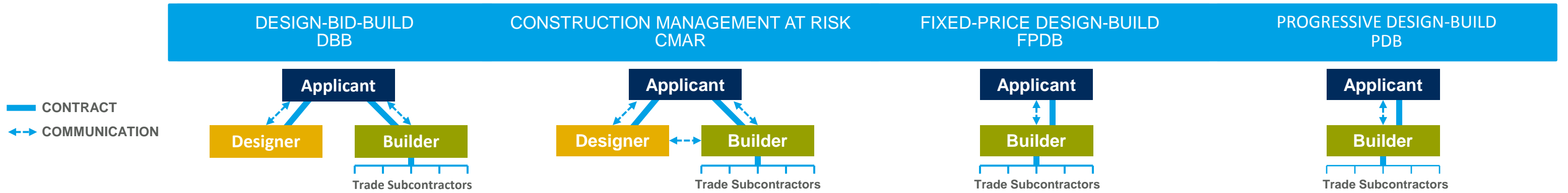
Total Possible Points:	100	90	92	98	85	92	96	70	85	88
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Average of Combined Scores:	93	91	81
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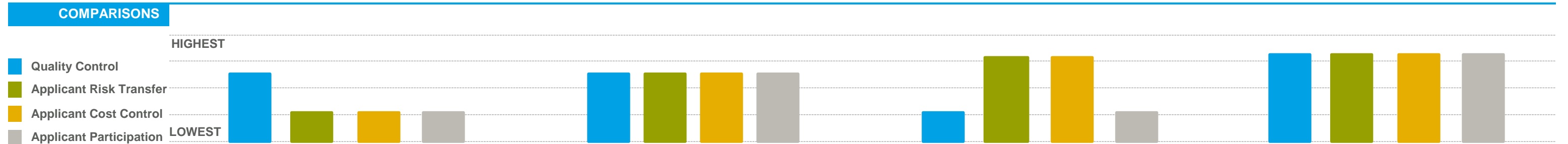


Progressive Design/Build Conceptual Process

PROJECT DELIVERY METHOD CONCEPTS & CHARACTERISTICS



	DESIGN-BID-BUILD DBB	CONSTRUCTION MANAGEMENT AT RISK CMAR	FIXED-PRICE DESIGN-BUILD FPDB	PROGRESSIVE DESIGN-BUILD PDB
ADVANTAGES	<ul style="list-style-type: none"> Well understood and accepted Independent oversight of Builder Open to Applicant involvement during design 	<ul style="list-style-type: none"> Open to Applicant involvement during design Early integration of Builder Provides early and continuous constructability review Provides earlier certainty of costs Pricing and design may be conducted in parallel Reduced likelihood of claims vs. DBB 	<ul style="list-style-type: none"> Single point of responsibility Provides earliest possible fixed price Performance warranty from Design/Builder May promote design innovation Applicant can transfer risk to Design/Builder Collaboration between Designer and Builder Can reduce up-front design costs 	<ul style="list-style-type: none"> Single point of responsibility Promotes design innovation with Applicant Performance warranty from Design/Builder Applicant can transfer risk to Design/Builder Collaboration between Designer and Builder Negotiated price during design Applicant may specify equipment Applicant has privilege to all cost data Open to Applicant involvement during entire project
DISADVANTAGES	<ul style="list-style-type: none"> Multiple points of responsibilities Applicant warranties design documents Applicant bears majority of risk Low-bid contractor selection increases risk of performance problems, change orders, disputes and claims Reduced collaboration between Designer and Builder Linear phasing increases overall project duration Applicant transfers contract for pre-purchase 	<ul style="list-style-type: none"> Multiple points of responsibilities Applicant warranties design documents No legal obligation linking Designer to Builder Potential for disputes, claims and change orders may delay project completion 	<ul style="list-style-type: none"> Costs beyond lump sum unknown to applicant Applicant involvement becomes very limited once price is established (usually 30 percent or less design level) Design drawings are likely less detailed Greater potential than Open Book for change orders, disputes and claims; may delay project completion and increase cost 	<ul style="list-style-type: none"> More up-front design effort than FPDB Open book bidding occurs later than under FPDB
BEST APPLICATION	<ul style="list-style-type: none"> Applicant desires high degree of involvement High degree of public oversight and involvement desired Schedule is not a priority Project is complex or scope is uncertain 	<ul style="list-style-type: none"> Applicant desires a high degree of involvement Applicant desires construction input into design Schedule is not a priority Project is complex or scope is uncertain 	<ul style="list-style-type: none"> Time is critical, and existing conditions and desired outcomes are well understood Applicant does not want direct involvement in design and construction Project is not complex and scope is well-defined Operational and aesthetic issues are well-defined Conventional, well-understood technology 	<ul style="list-style-type: none"> Time is critical Applicant desires high degree of involvement Project is more complex or scope is uncertain



Comparison chart courtesy of Black & Veatch



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, P.E., Executive Director
Date: Thursday, October 21, 2021
Re: APPROVAL – Contract Award – Academy Creek Influent VFD Replacement

Background

The influent pumping station at Academy Creek takes flow from the gravity collection system and pumps into the plant processes. There are 4 influent pumps and each of these are operated by variable frequency drives (VFDs) to allow for speed control and in-rush control. Currently, 2 of these VFDs are inoperable. One pump is not in the wet well at this point as it had to be sent for repairs. A third pump is operating only in on/off mode and must be turned on manually. These VFDs need replacing and the other 2 are nearing the end of their useful life.

Staff Report

Staff solicited quotes from 3 electrical contractors for the replacement of the VFDs. After reviewing the quotes, staff approached the contractor currently performing the overall plant upgrade at Academy Creek for pricing to replacing all 4 VFDs. Ruby-Collins approached their electrical subcontractor about this project for pricing. Pricing from the electrical subcontractor White Electric Construction Company is \$138,725.00 to which Ruby-Collins would add 5% for overhead and bonding as the prime contractor. After prime contractor markup, the total cost for the installation of the VFDs would be \$145,661.25. All quotes were provided using the same VFD model. Pricing for the received quotes are below:

<u>Firm</u>	<u>Replacement Cost</u>
Pump and Process Equipment	\$91,988.00
Triple H Specialty Company	\$94,636.10 + Freight (Estimated \$1,000.00)
Electric Machine Control	\$121,165.00
Ruby-Collins (CO to Plant Contract)	\$145,661.25

This item was presented to the Facilities and Finance Committees on October 20, 2021.

Funding

Since this work is being performed separately from the ongoing Academy Creek WPCF Rehab Project, staff recommends funding this work from the Academy Creek operating budget.

Recommended Action

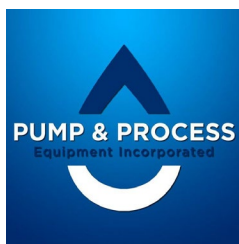
Staff recommends awarding a contract to Pump and Process Equipment for the replacement of 4 VFDs for the influent pumping station at Academy Creek in the amount of \$91,988.00.

Recommended Motion

“I move that the Finance Committee recommend the full Commission award a contract to Pump and Process Equipment for the replacement of 4 VFDs at the Academy Creek influent pumping station in the amount of \$91,988.00.”

Enclosures

Pump and Process Proposal



Pump and Process Equipment

Sales Service Support

8343 Roswell Road, Suite 315
Atlanta, GA 30350
Cell (912) 659-6180
Office (770) 814-0402

April 7, 2021

Quote #21-1082G

To: David Grantham @ BGJWSC
From: Jay Boudreaux @ Pump & Process Equipment, Inc.
Re: BGJWSC – Danfoss VFD’s for Academy Creek Influent Station

Pump and Process Equipment, Inc. is pleased to offer the following equipment for your consideration: Our price includes labor, materials.

Description includes: Remove (4) existing VFD cabinets, install (4) NEW VFD’s(See Description Below). Install (4) new 200 AMP 4X fusible disconnects-. Install (1) aluminum trough, provide terminal blocks where needed for connections. Re-route existing pump feeders to new starters and locations. Replace (1) starter feeder if needed because of length, re-use existing (2) 1 ½” PVC pipes for controls and signals to existing controls/SCADA panel.

Control connections and programming panel/VFD to be done by BGJWSC. This project will need to be completed in 2 trips.

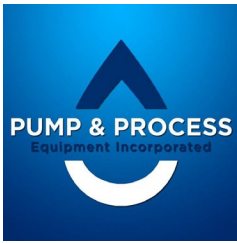
Price. \$91,988.00

VFD Details:

- (4) VLT® AQUA DRIVE FC 202, Code 200_SER
90 KW / 125 HP, 380 - 480 VAC, Three phase,
IP66 / NEMA 4X Backplate

Mains Disconnect + Fuse, Graphical Loc. Cont. Panel
RFI Class A2(C3), Not Coated PCB, Modbus TCP MCA 122,
No B Option, No C1 option, No D option,
Standard Cable Entries, No adaptation,
No brake chopper, FRAME SIZE: C2
FC-202P90KT4P66H2XGX3XXSXXXAQBCXXXXDX

- (4) DRIVEPROTECTION EXWARR ONSITE PG05 72 MO
Each 72 Month warranty applies to one of the following frame sizes:



Pump and Process Equipment

8343 Roswell Road, Suite 315
Atlanta, GA 30350
Cell (912) 659-6180
Office (770) 814-0402

Sales
Service
Support

Code DTN 372

- (4) DRIVEPRO SERVICE CONTRACT OS 4YR FRAME C
Each 48 Month contract applies to one of the following frame sizes:
Code SCN348

- (4) LCP Mounting Kit, w/ no LCP, Code 130B1117

Notes: Freight Included. Taxes Not Included. Our Payment Terms Are Net 30 Days.

We appreciate the opportunity to offer this proposal for your approval and look forward to earning your business. Should you have any questions or need any additional information please do not hesitate to contact us.

Sincerely,

Jay Boudreaux

Jay Boudreaux
Pump and Process Equipment Inc.
jay@pumpandprocess.net
912-659-6180



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, P.E., Executive Director
Date: Thursday, October 21, 2021
Re: CONTRACT AWARD –Engineering Services for North Mainland Water Loops

Background

In the North Mainland District, there are existing areas within the water system that are isolated and challenged to provide adequate pressure on a continuous basis for the daily water demand in an event of a water main break. Cross connecting within the water system by looping will increase coverage for critical fire protection and allow for residential and commercial owners to have reliable and ample access to a dependable water source managed by the JWSC. Design and construction management services are needed at this time to meet the next overall project milestone. The project area consists of designing loops in three (3) project locations as described below:

- Approximately 1,100 LF of proposed water line loop on Hautala Drive connecting existing 12-inch on Cate Road to existing 16-inch on Old Jesup Road
- Approximately 1,100 LF and 3,000 LF of proposed water line loop on Bailey Road and Old Jesup Road connecting existing 12-inch Perry Lane Road to existing 8-inch stub out near the intersection of Old Jesup Road/New Jesup Road and 16-inch stub out near the intersection of Lillie Way/Old Jesup Road.
- Approximately 500 LF of proposed water line loop connecting existing 8-inch stub out on Millennium Blvd to 8-inch stub out near the intersection of Perry Lane Road/Venture Drive.

Staff Report

Request for Proposals No. 22-008 was released on Tuesday, August 31, 2021. A pre-bid teleconference was held on Tuesday, September 21, 2021, with twenty-one (21) engineering firms in attendance. Eight (8) proposals were received on Thursday, October 5, 2021. A three (3) member panel with representation from JWSC Operations, Engineering and the Senior Leadership teams reviewed and scored each proposal. A copy of the combined evaluation matrix is attached for your review. Four Waters Engineering, Inc., was the highest scoring proposal at 90.7. This item was presented to the Facilities and Finance Committees on October 20, 2021.

Funding Source

This project was funded from the R&R Reserve Project Number 2103 as part of the 2021 Capital Projects Plan. The budgeted funding amount for engineering and construction is \$1,250,000.00.

Recommended Action

After reviewing the proposals, staff recommends moving forward with an award to award Four Waters Engineering, Inc. in the amount of \$214,000.00. The amount and timeline for completion of services is in line with staff estimates.

Recommended Motion

“I move that the Brunswick-Glynn Joint Water and Sewer Commission award a contract for Engineering Services to Four Waters Engineering in the amount of \$214,000.00 for North Mainland Water Loops project.”

Enclosures

Combined Evaluation Matrix dated October 13, 2021

RFP No. 22-008 Engineering Services for North Mainland Water Loops Project No. 2103		Four Waters Engineering, Inc			WSP USA, Inc			Engineering Design Technologies, Inc			Columbia Engineering and Services, Inc		
Evaluation Criteria		Possible Points											
<i>General Experience of the Firm</i>	10	8	7	10	8	9	10	8	8	10	9	10	8
<i>Specific Experience of Proposed Personnel</i>	20	17	19	20	14	15	20	16	14	20	13	13	20
<i>Demonstrated Understanding of Project Objective and Scope</i>	30	26	30	28	21	25	30	22	24	25	23	29	25
<i>Clarity of Project Timeline and Deliverables</i>	25	23	25	25	22	24	25	22	20	15	24	22	15
<i>Pricing</i>	15	9	13	12	5	12	12	15	15	15	11	13	12
COMBINED SCORE		272			252			249			247		
AVERAGE SCORE		90.7			84.0			83.0			82.3		

RFP No. 22-008 Engineering Services for North Mainland Water Loops Project No. 2103		Goodwyn Mills Cawood, LLC			TR Long Engineering, PC			CPH, Inc			Benchmark Management, LLC		
Evaluation Criteria		Possible Points											
<i>General Experience of the Firm</i>	10	8	10	10	8	8	10	9	9	10	8	7	8
<i>Specific Experience of Proposed Personnel</i>	20	17	18	20	17	16	20	16	20	20	15	17	15
<i>Demonstrated Understanding of Project Objective and Scope</i>	30	25	27	25	26	28	10	16	26	25	19	23	10
<i>Clarity of Project Timeline and Deliverables</i>	25	20	18	15	19	23	15	18	21	20	17	19	15
<i>Pricing</i>	15	7	13	12	13	14	10	3	12	12	1	4	5
COMBINED SCORE		245			237			237			183		
AVERAGE SCORE		81.7			79.0			79.0			61.0		



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Todd Kline, P.E., Director of Engineering
Date: Thursday, October 21, 2021
Re: APPROVAL – Professional Engineering Services Proposal for Project 2105; PS4044 Rehab

Overview

- Who: Lovell Engineering Associates, PC (Engineering Consultant)
- What: Engineering proposal for engineering and construction administration services.
 - Notice to Proceed: To be determined (145 days, orig. contract time)
 - Contract Amount (Funding): \$71,750.00
 - Project budget: \$400,000.00
- Why: Approval for Professional Engineering Services contract between the JWSC and Lovell Engineering Associates, PC.

Staff Report

JWSC staff received an engineering and construction administration services proposal letter dated September 30, 2021, from Lovell Engineering Associates, PC (LEA) which included the proposal request for funding and time in the Contract lump sum amount of \$71,750.00 with the 145 days for design services and six (6) months anticipated for construction duration.

The Engineering Consultant is responsible for quality and complete of bid-ready (permit approved) design package as requested by the JWSC for construction project advertisement. The Scope of Services of this Contract shall include, but not limited to be following: Geotechnical Services, ASTM Phase 1 Environmental Assessment, Surveying Services, Design Phase Services, Permitting Phase Services, Bidding Phase Services, Construction Phase Services for the Pump Station 4044 to be rehabilitated in the North Mainland District.

The Engineering Consultant proposes the Design Phase Services to be completed in 145 days upon issuance of a Notice to Proceed setting out the agreed lump sum for such services. The Engineering Consultant shall assist the JWSC in securing, evaluating, and awarding the successful bid for the construction of the Project based upon the Construction Documents. The Engineering Consultant shall also provide professional services during construction to assist in obtaining a complete project in accordance with the purpose and intent of the Construction Documents.

Recommended Action

After reviewing the proposals, staff recommends moving forward with an award to award Lovell Engineering Associates, PC in the amount of \$71,750.00. The amount and timeline for completion of services is in line with staff estimates.

Recommended Motion

“I move that the Brunswick-Glynn Joint Water and Sewer Commission award a contract for Engineering Services to Lovell Engineering Associates, PC in the amount of \$71,750.00 for Pump Station 4044 Rehab Project.”

Enclosures

Lovell Engineering Associates Proposal Letter (dated 09/30/2021)
Proposal Email Correspondence from EOR to JWSC (09/27/2021 to 10/15/2021)



VIA EMAIL

September 30, 2021

Engineering Design and Construction Services Proposal: PS 4044

Mr. Todd Kline
Director of Engineering
BGJWSC
1703 Gloucester Street
Brunswick, GA 31520

Mr. Kline:

LEA is pleased to provide this engineering and construction administration services proposal for design of Pump Station 4044. Our proposed scope of work includes the following:

Geotechnical Services: \$5,200 Lump Sum

LEA will subcontract with TTL to provide a geotechnical investigation of the project area. It is anticipated that one soil boring will be sufficient to characterize subsurface conditions for the pump station.

ASTM Phase 1 Environmental Assessment: \$3,000 Lump Sum

LEA will perform an ASTM Phase 1 Environmental Assessment of the project area to determine the potential for adverse environmental conditions.

Surveying Services:

Boundary and Topographic Survey: \$4,200 Lump Sum

LEA will provide a boundary and topographic survey of the project area to use as a base drawing for the design. Utilities that are marked or visible will also be located.

Easement Plat: \$800 Lump Sum

LEA will prepare an easement plat for the pump station area to be recorded.

Engineering Services:

Hydraulic Analysis: \$5,500 Lump Sum

LEA will base the pumping capacity and force main size for the pump station on the previously prepared PER. We will prepare a pump station capacity report for discussion with JWSC to determine the most appropriate pumping rate for the station. A final report will be provided with the construction documents that will include pump selections, force main sizing calculations, pump curves, and associated information.



VIA EMAIL

Design Documents:

\$25,400 Lump Sum

LEA will design the pump station and force main based on the preliminary design provided as well as existing utility information, record drawings, and other readily available survey information. The design documents will include:

Construction Plans:

- a. Cover sheet
- b. Standard details and general notes
- c. Existing conditions plan with survey control clearly identified
- d. Clearing/site preparation plan
- e. Gravity sewer plan and profiles for connection of existing outfalls
- f. Force main plan and profiles
- g. Boring plans and details
- h. Pump station layout plans and details
- i. Pump station electrical plans and details
- j. Erosion control/NPDES construction plans and details
- k. Traffic control plans and details

Specifications:

Any specifications needed that are not covered by JWSC standard specifications will be provided.

Permits:

LEA will prepare the following permit applications:

- a. Right-of-way encroachment permit
- b. Electrical permit
- c. GA EPD sanitary sewer extension form

Bidding and Construction Phase Services:

LEA will provide bidding and construction phase services as described herein:

Bidding Phase Services

\$3,900 Lump Sum

- a. Assist BGJWSC in conducting the pre-bid conference and mandatory site visit as well as preparation of meeting minutes, addenda for questions from bidders at the meeting, and attendee documentation.
- b. Provide bid document clarifications and responses to questions from bidders.
- c. Assist BGJWSC in bid evaluations and the preparation of the construction contract for the successful bidder.

Construction Phase Services:

\$7,500 Lump Sum

LEA will provide the following construction administration services:

- a. Participation in the pre-construction meeting and preparation of meeting minutes.
- b. Review and approve RFIs, submittals, reports, pay applications, and proposed change orders.
- c. Review and approval of as-built drawings provided by the contractor.
- d. Preparation of record drawings.



VIA EMAIL

Construction Phase Services Site Visits and Inspections: \$16,250 Lump Sum
LEA will provide the following services based on an expected construction duration of 6 months. It is anticipated that one of the bi-weekly inspections will coincide with the monthly construction progress meeting.

- e. Participation in monthly construction progress meetings and preparation of meeting minutes.
- f. Bi-weekly site inspections to observe project progress. These inspections will be followed-up with a written observation report.

Project Schedule:

LEA proposes the following project schedule from notice to proceed (NTP):

MILESTONE	# OF DAYS* FROM NTP
Phase 1, Geotechnical, Survey services	45
30% design	75
60% design w/construction estimate	105
90% design w/construction estimate, draft specifications and contract documents	135
100% bid documents	145
*Calendar days	

We appreciate the opportunity to provide this proposal and look forward to working the BWJWSC on this project.

Sincerely,

Clayton Milligan, PE
Vice-President of Design

Total Contract Amount: _____ \$71,750 Lump Sum _____

Agreed to and executed this _____ day of _____, 2021.

*Owner Authorized Signature: _____

Printed Name: _____

Jason Vo

Subject: RE: JWSC; PS4044 proposal.

From: Clayton Milligan <clayton.milligan@lea-pc.com>

Sent: Thursday, September 30, 2021 3:54 PM

To: Jason Vo <JVo@bgjwsc.org>

Cc: Todd Kline <TKline@bgjwsc.org>; Jeff Tailer <JTailer@bgjwsc.org>

Subject: Re: JWSC; PS4044 proposal.

Please see attached revised proposal with construction services phase updated to cover an anticipated construction duration of 6 months and total contract amount included.

Thanks,

Clayton Milligan, PE
Vice President of Design



3998 Inner Perimeter Road, Suite C
Valdosta, GA 31602
Tel [229.253.0900](tel:229.253.0900) ext. 24
Fax [229.253.1842](tel:229.253.1842)
clayton.milligan@lea-pc.com

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On Wed, Sep 29, 2021 at 4:41 PM Jason Vo <JVo@bgjwsc.org> wrote:

Hello Clayton,

We will need to know what the anticipated construction duration for the project. For the construction phase services, we will need it finalized to as a Lump Sum amount to include the anticipated site visits and inspection services. And at the end of the proposal – we will need to see the grand total amount.

Thanks!

Jason Vo, P.E.

Brunswick-Glynn Joint Water & Sewer Commission

1703 Gloucester St; Brunswick, GA 31520

Office: (912) 261-7140

Work Cell: (912) 324-9905

ivo@bgjwsc.org

From: Clayton Milligan <clayton.milligan@lea-pc.com>
Sent: Wednesday, September 29, 2021 4:18 PM
To: Todd Kline <TKline@bgjwsc.org>
Cc: Jeff Tailer <JTailer@bgjwsc.org>; Jason Vo <JVo@bgjwsc.org>
Subject: Re: JWSC; PS4044 proposal.

Todd,

See revised proposal attached.

Clayton Milligan, PE

Vice President of Design



3998 Inner Perimeter Road, Suite C

Valdosta, GA 31602

Tel [229.253.0900](tel:229.253.0900) ext. 24

Fax [229.253.1842](tel:229.253.1842)

clayton.milligan@lea-pc.com

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On Mon, Sep 27, 2021 at 4:36 PM Todd Kline <TKline@bgjwsc.org> wrote:

Clayton,

Hope you're doing well. We had a phone conference with Jeff going over the proposal comments. Any chance to revise?

Thanks,

Todd

BGJWSC COVID-19 Precautionary Efforts:

In cooperation with Federal/State/local recommendations, we will be taking extra precautions to do our part in reducing the likelihood of spreading any illness causing contagion. Until further notice, JWSC staff is being asked to limit person-to-person contact, both in our offices and in the field. Please avoid "cold call" visitations and contact staff in advance to determine if there is an alternate means to accommodate your need. Thanks in advance for your patience and understanding.

Please take a minute to let us know how we are doing, via the Planning & Construction customer survey: <https://www.surveymonkey.com/r/S9VSGSM>



W. Todd Kline, P.E.

Director of Engineering

Planning & Construction Division

Brunswick-Glynn County

Joint Water & Sewer Commission

1703 Gloucester Street

Brunswick, GA 31520

Office: 912.261.7122

Fax: 912.261.7178

Email: tkline@bgjwsc.org



Brunswick-Glynn

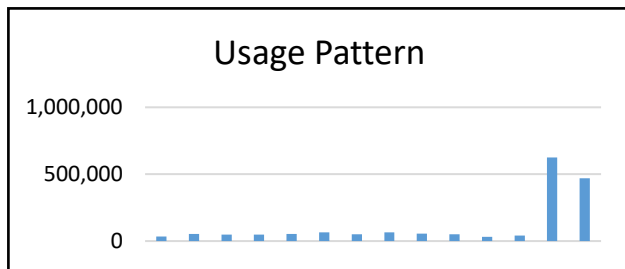
Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, Executive Director
Date: Thursday, October 21, 2021
Re: Approval – Leak Adjustment

Background:

The UGA Marine Extension Service requested a leak adjustment due to a water leak at their offices at 715 Bay Street. Rooter Express 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	49,780	1.0
June 2021	623,870	12.5
July 2021	469,550	9.4

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 \$6,040.23 for the Marine Extension Service. The leak adjustment forms and supporting documentation are attached. This item was presented to the Finance Committee on October 20, 2021.

Recommended Action

Staff recommends approving the leak adjustment in the amount of \$6,040.23 for the Marine Extension Service.

Recommended Motion

“I move that the Brunswick-Glynn Joint Water and Sewer Commission approve the leak adjustment in the amount of \$6,040.23 to the account of the Marine Extension Service as presented.”

Enclosures

Leak Adjustment Request

JWSC Water & Sewer Leak Adjustment

Customer #: 100005801
 Name: Marine Extension Service
 Problem: Billing Adjustment
 Service Type: Water and Sewer
 Location: Brunswick District 9
 Address: 715 Bay Street
 Address: Brunswick, GA 31520

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

Name: Marine Extension Service

Average Readings:	
Month	Actual Usage
Twelve Month's Prior History	
6/16/2020	33,620
7/17/2020	53,600
8/17/2020	48,720
9/17/2020	48,430
10/16/2020	53,530
11/19/2020	66,320
12/16/2020	49,730
1/20/2021	65,330
2/19/2021	56,080
3/18/2021	50,070
4/15/2021	30,750
5/17/2021	41,180

12 Mth. Average:	49,780
Twice Monthly Average:	99,560

Months with Leak:	
6/16/2021	623,870
7/16/2021	469,550

Entered By:	Acct. No.: 100005801
	Transaction Code: Leak Adjustment

Adjustment Calculations:			
Month	Usage		Adjustment
6/16/2021	287,045		\$ (3,428.30)
7/16/2021	209,885		\$ (2,498.53)
	Late Fees		\$ (113.40)
Adjustment Amount			\$ (6,040.23)
Usage Pattern			
Adjust-ment Amt.	+ or -	Description	
\$ (6,040.23)	-	Leak 6/16/2021-7/16/2021	

Prepared By: DENISE PINKNEY

Date: 10/4/2021

Approved By: _____

Date: _____

Entered By: _____

Date: _____

Billing History Report

Name MARINE EXT SERVICE
 Account# 100005801
 Service Type Water at Service Location 715 BAY ST
 From: 06/16/2020
 To: 10/01/2021

Bill Date	Bill Days	Consumption	Total Charges
06/17/2020	28	33,620.0000	122.37
07/20/2020	33	53,600.0000	208.68
08/19/2020	30	48,720.0000	187.60
09/18/2020	30	48,430.0000	186.35
10/19/2020	31	53,530.0000	208.38
11/19/2020	31	66,320.0000	263.63
12/17/2020	28	49,730.0000	191.96
01/21/2021	35	65,330.0000	259.36
02/22/2021	32	56,080.0000	219.40
03/19/2021	25	50,070.0000	193.43
04/19/2021	31	30,750.0000	109.97
05/19/2021	30	41,180.0000	155.03
06/17/2021	29	623,870.0000	2,672.25
07/20/2021	33	469,550.0000	2,005.59
08/18/2021	29	7,280.0000	17.61
09/20/2021	33	18,610.0000	58.51
Totals	488	1,716,670.0000	7,060.12
Averages		107,291.8750	441.26

Billing History Report

Name MARINE EXT SERVICE
 Account# 100005801
 Service Type Sewer at Service Location 715 BAY ST
 From: 06/16/2020
 To: 10/01/2021

Bill Date	Bill Days	Consumption	Total Charges
06/17/2020	28	33,620.0000	252.15
07/20/2020	33	53,600.0000	406.60
08/19/2020	30	48,720.0000	368.88
09/18/2020	30	48,430.0000	366.63
10/19/2020	31	53,530.0000	406.06
11/19/2020	31	66,320.0000	504.92
12/17/2020	28	49,730.0000	376.68
01/21/2021	35	65,330.0000	497.27
02/22/2021	32	56,080.0000	425.77
03/19/2021	25	50,070.0000	379.31
04/19/2021	31	30,750.0000	229.97
05/19/2021	30	41,180.0000	310.59
06/17/2021	29	623,870.0000	4,814.79
07/20/2021	33	469,550.0000	3,621.89
08/18/2021	29	7,280.0000	48.54
09/20/2021	33	18,610.0000	136.13
Totals	488	1,716,670.0000	13,146.18
Averages		107,291.8750	821.64

Jaborah Edwards

From: Brunswick-Glynn Joint Water & Sewer Commission <info@bgjwsc.org>
Sent: Monday, July 12, 2021 3:50 PM
To: General Information
Subject: Leak Adjustment Request Form - 715 Bay St.
Attachments: Invoice_0000016048_from_Rooter_Express_.pdf

Customer Name: Marine Ext Service

Service Address: 715 Bay St.

Account Number: 100005801

Date Leak Identified: 2021-07-08

Date Leak Repaired: 2021-07-08

Cell Phone Number: 9122647268

Email Address: courtney.mcgill@uga.edu

Nature and Location of Leak: Waterline leak behind the warehouse on our property.

Description of the Repair Work Completed: Open asphalt behind building to locate and repair waterline leaking.

Removed broken asphalt digging and opened hole. Found waterline and found brake in waterline on 1 inch PVC 90.

Remove broken PVC 90 and installed brass 90 brass nipple and 1 inch threaded ball valve and 1 inch brass nipple and dresser coupling to make repair. Tested and no leaks at this time. Restored water back to boat dock.



Rooter Express LLC
 148 Key Circle Dr.
 Brunswick GA 31520
 Phone: 912-265-0800
 Fax: 912-265-8505

INVOICE	DATE	INVOICE	TECH
	7/8/2021	0000016048	FRANK
	TERMS	P.O. NUMBER	
	NET 30 DAYS		

BILL TO:
 UGA MARINE EXTENSION AND GA GRANT
 715 BAY ST
 Brunswick GA 31520

LOCATION:
 UGA MARINE EXTENSION AND GA
 GRANT
 715 BAY ST
 Brunswick GA 31520

QUAN	DESCRIPTION	PRICE EACH	AMOUNT
1.00	Open asphalt behind building to locate and repair waterline leaking. Removed broken asphalt digging and opened hole. Found waterline and found brake in waterline on 1 inch PVC 90. Remove broken PVC 90 and installed brass 90 brass nipple and 1 inch threaded ball valve and 1 inch brass nipple and dresser coupling to make repair. Tested and no leaks at this time. Restored water back to boat dock.	1,048.00	1,048.00
*****PLEASE PROCESS FOR PAYMENT YOUR TERMS PER AGREEMENT WITH YOUR COMPANY ARE TOTAL NET DUE WITHIN 30 DAYS*****			
TOTAL			\$1,048.00

I acknowledge satisfactory completion of the above described work and that the premises has been left in satisfactory condition. I understand that if my check does not clear. I am liable for the check and any charges from the bank. In the event that collection efforts are initiated against me, I shall pay for all associated fees at the posted rates as well as all cost of collection fees and reasonable attorney fees. I agree that the amount set forth in the space marked "TOTAL COST" is the total flat price I have agreed to.

Customer Signature
 ACCEPTANCE OF WORK PERFORMED

RESPONSIBILITIES OF CUSTOMER: Customer represents that, except as described in the request for service, all plumbing, heating, air conditioning, electrical, and drain systems are in good repair and condition and agrees to hold Seller harmless for the discovery of defective conditions, including but not limited to the following: 1. Improper or faulty plumbing 2. Rusted or defective pipes 3. Acids in the drain system 4. Lines that are settled or broken 5. Existing illegal conditions 6. Defective roofing 7. Improperly charged systems 8. Faulty air movement 9. Electrical defects company 10. Improper or faulty electrical 11. Improper voltage by power

RESPONSIBILITIES OF SELLER: Seller shall do all work in a competent, workmanlike manner. Seller is not responsible for any existing illegal conditions. LIMITED WARRANTY: company warrants its work to be free from defects in material and workmanship for the warranty prior of ninety (90) days from completion unless otherwise stated in writing on the face hereof. All drain stoppages are warranted for a period of thirty (30) -days from the completion unless otherwise stated in writing on the face hereof. All warranties are void if payment is not made when due. Warranties extend only to the customer and are not transferable. If a defect in materials or workmanship covered by this warranty occurs, Seller will, with reasonable promptness during normal working hours, remedy the defect. In no event shall Seller be held liable for water or other damage caused by any delay in remedying a defect. To obtain warranty performance, notify Seller of any defect or claim for breach at the address and telephone number on the face hereof. EXCLUSIONS AND LIMITATIONS: CUSTOMERS RIGHT TO REPAIR AND REPLACEMENT ARE CUSTOMER EXCLUSIVE REMEDIES. SELLER SHALL NOT BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES. Seller is not responsible for the following which are excluded from the coverage of this limited warranty: 1. Defective conditions listed under the above "Responsibilities of Customer." 2. Work performed by or materials installed by others not in this agreement. 3. Defects and failures from mistreatment or neglect or otherwise not caused by defect in Seller's materials or workmanship. 4. Mold development or mold detection of any kind. "THE LIMITED WARRANTY STATED ABOVE IS THE ONLY WARRANTY SELLER MAKES. SELLER MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE FOR GOOD SOLD, OR ANY OTHER WARRANTY, EXPRESS OR IMPLIED." PROTECTION OF CUSTOMER'S PROPERTY: Customer agrees to remove or protect any personal property, inside and out, including but not limited to carpets, rugs, shrubs and planting, and Seller shall not be responsible for said items. Nor shall Seller be held responsible for the nature consequences of Seller's work which may cause damage to improvements to real property including, but not limited to, curbs, sidewalks, walks, driveways, garages, patios, lawns, shrubs, sprinkler systems, wallpaper, drywall, stucco, tile, cabinets and other appurtenances to the residence or real property. Seller shall not be held responsible for damage to personal property, real property or any improvements to real property caused by persons delivering materials or equipment, or keeping gates and doors closed for children and animals. ENTIRE AGREEMENT: This is the entire agreement. The parties are not bound by any oral expression or representation by any agent purporting to act for on their behalf, or by any commitment, or arrangement herein. The agreement binds jointly and severally all signing as Customer, their heirs, representations, successors and assigns. Seller will not provide an itemized breakdown of materials and labor. WARRANTIES, AND LIMITATIONS OF WARRANTIES: No warranty, expressed or implied, is provided for any existing systems or appliances. Any alterations, additions or repairs made by others unless authorized or agreed upon by Seller, will be cause to terminate Seller's obligation under this contract.



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Brunswick-Glynn Joint Water and Sewer Commission
From: Andrew Burroughs, P.E., Executive Director
Date: Thursday, October 21, 2021
Re: Bid Rejection – IFB No. 22-006 Dunbar Creek Aeration Basin No. 2 Painting

Background

The Dunbar Creek Aeration Basin No. 2 Painting project scope of work includes all labor and materials for the interior and exterior cleaning, repair, and repainting of the existing 15' tall, 135' diameter above-ground steel tank. The aeration basin serves as part of the biological treatment system for the Dunbar Creek Water Pollution Control Facility. The WPCF has two aeration basins and has been operating successfully with only one basin in service for several months. The steel tank was taken out of service to examine the diffused air piping system and to remove accumulated grit from the tank. Staff has removed over 200 yards of grit from the tank. While the tank was out of service, staff thought it prudent to have the tank resurfaced before placing it back into service.

Staff Report

Invitation for Bids No. 22-006 was released on Tuesday, August 31, 2021. A pre-bid site visit was held on Tuesday, September 21, 2021, with (9) contractor and (2) supplier support-related firms in attendance. (2) bids were received on Tuesday, October 5, 2021. The bid results are listed below:

Firm	Bid Amount
BRW Construction Group, LLC	\$ 773,930.00
Worldwide Industries Corporation	\$ 790,500.00

This item was presented to the Facilities Committee on October 20, 2021.

Funding Source

Staff intended to recommend payment for this project out of Project No. 2106, which had \$450,000 allocated from the R&R Reserve in the 2021 Capital Projects Plan. Project No. 2106 was originally intended for the engineering services for the overall Dunbar Creek WPCF rehab project. Staff intends to recommend payment of Phase I services for the design-build project out of this project. Depending on the selected design-build team, there could have been up to \$396,700 in available funding to complete the tank painting project. This available funding amount is in line with unit costs for the elevated storage tank painting projects at Prince Street and Demere Road.

Recommended Action

The pricing for the two (2) bids received exceeds the available funds for this work. Adjustment of the quantities to come within available funds is not feasible. At this time, staff feels it is not in the best interest of the JWSC to proceed with awarding a contract for this work at the bid prices received. Staff recommends rejecting all bids.

Recommended Motion

“I move that the Brunswick-Glynn Joint Water and Sewer Commission reject all bids for IFB No. 22-006 Dunbar Creek Aeration Basin No. 2 Painting due to insufficient funds being allocated for the project.”



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Board of Commissioners
From: Todd Kline, P.E., Director of Engineering
Date: Thursday, 21 October 2021
Re: Dedication of Infrastructure – St. Francis Xavier Church Annex

Background

The Brunswick Glynn Joint Water & Sewer Commission (JWSC) Standards for Water & Sewer Design and Development Procedures support the acceptance of privately constructed water and wastewater systems as public infrastructure, when specified conditions are met. St. Francis Xavier Catholic Church is located at 405 Howe Street in Brunswick and added an Annex that completed construction in March of 2019. The Catholic Archdiocese of Savannah desires to dedicate the infrastructure which has been incomplete pending accurate Final Record Drawings. In lieu of those record drawings, JWSC has secured the signature of the Utility Contractor, Woodard Construction, on construction as-builts and has a complete Final Inspection from the JWSC Inspector.

Staff Report

The Owner of Record for the infrastructure described within has submitted legal documents to define and execute the transfer of ownership. The infrastructure is understood to have complied with applicable standards at the time of construction. JWSC Operations inspection records indicate the infrastructure is functioning and in acceptable condition.

Recommended Action

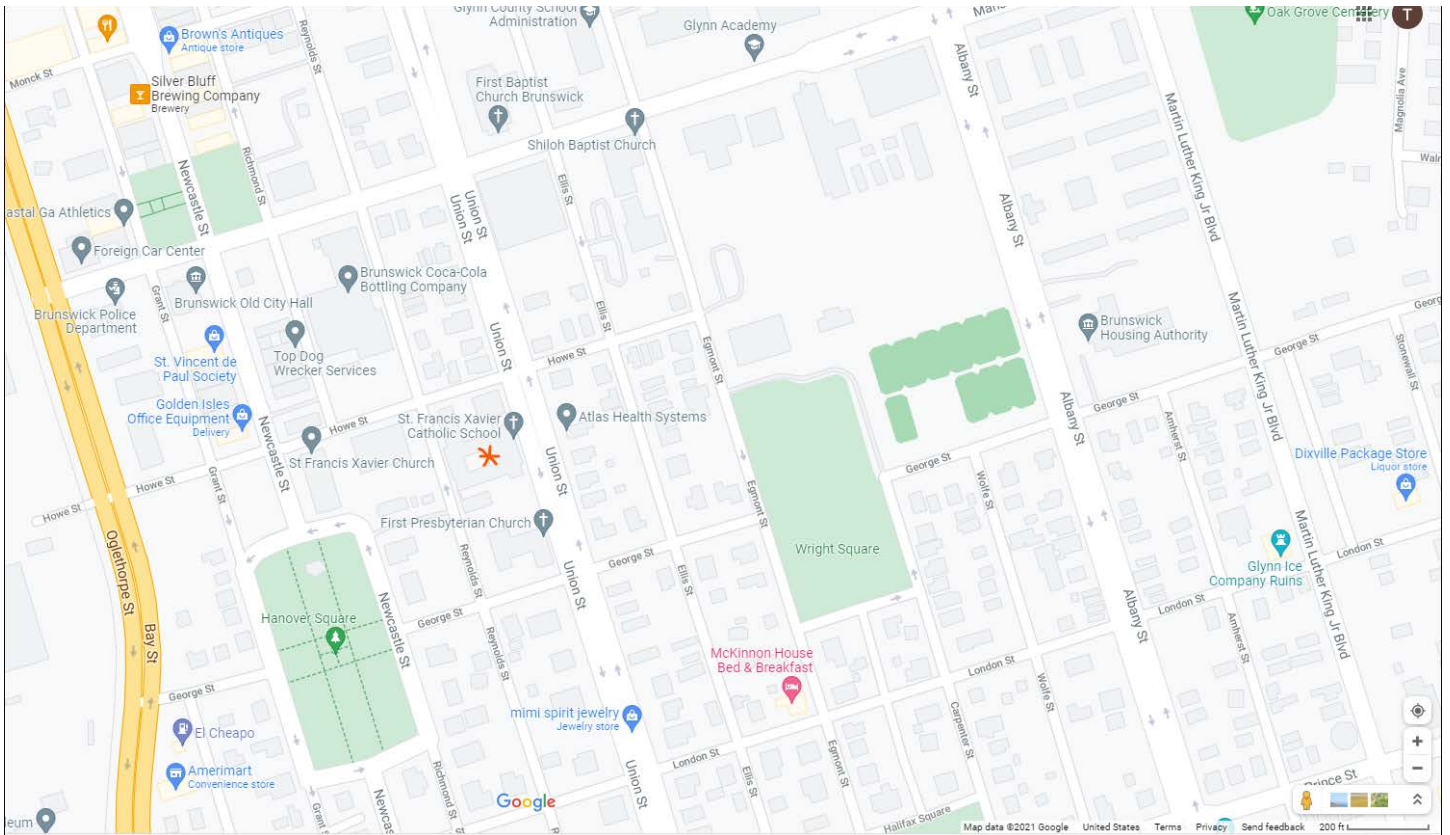
All requirements of the BGJWSC Standards for Water & Sewer Design and Construction and Development Procedures have been met, and all related documents submitted. Staff recommends the acceptance of the above described water and sewer infrastructure for JWSC ownership, operation and maintenance.

Recommended Motion

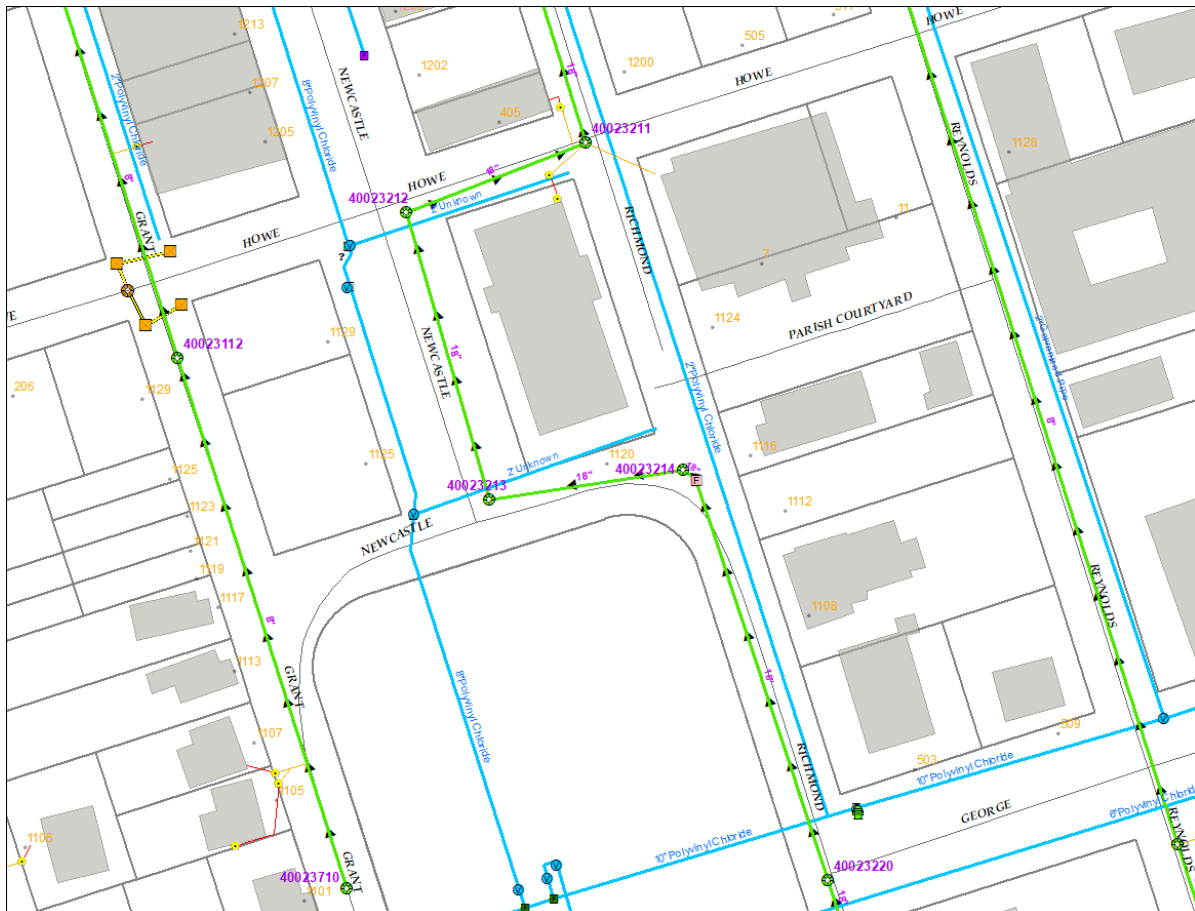
“I make a motion that the JWSC Commission accept the above described infrastructure for public ownership.”

Enclosures

Location Map
Construction As BUILTS
Infrastructure Dedication Application – **Requires BOC Signature**

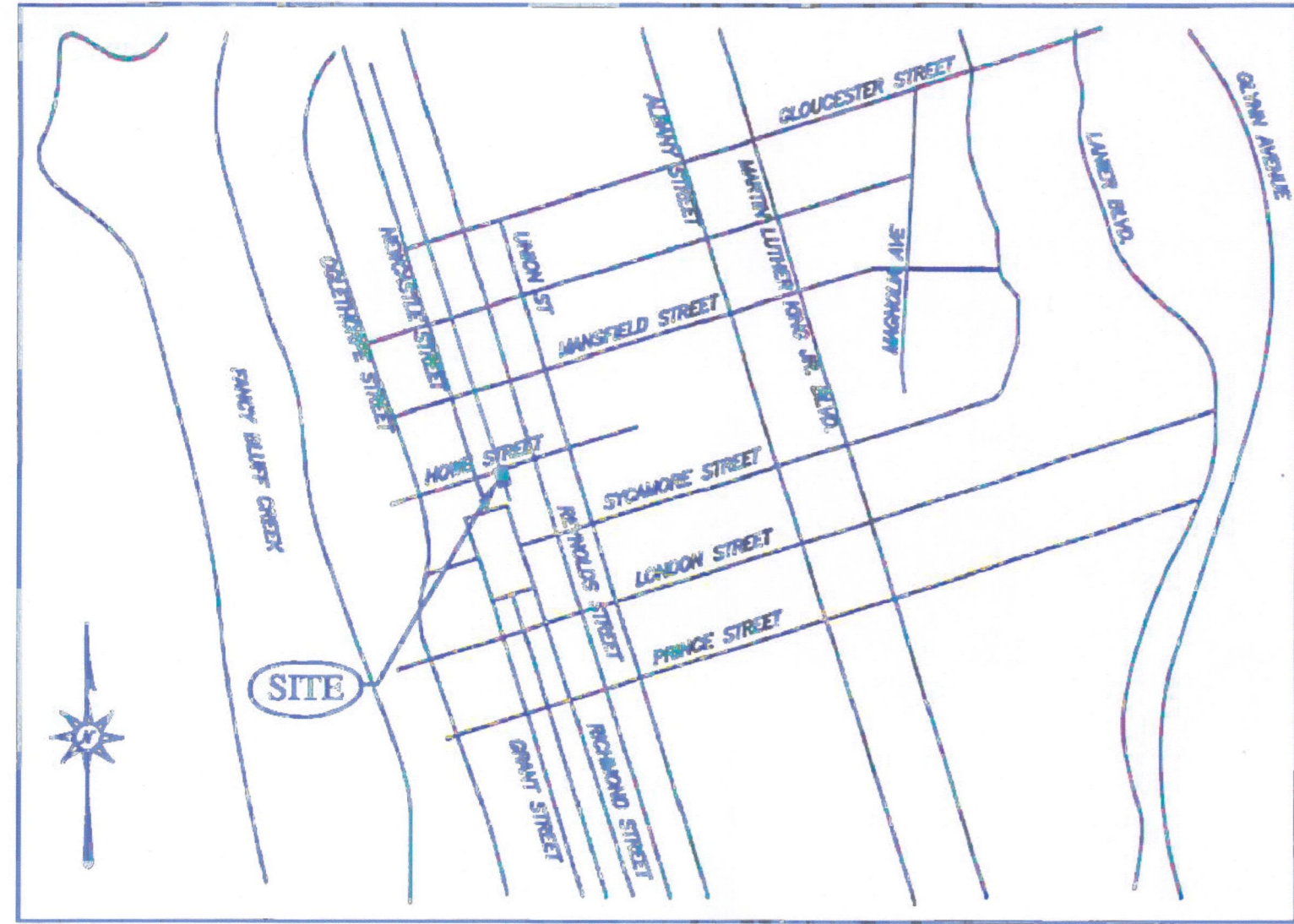


St. Francis Xavier Catholic Church- Location



St. Francis Xavier Catholic Church- GIS Map (to be updated)

IN BRUNSWICK, GA



VICINITY MAP
NO SCALE

CONTRACTOR'S STATEMENT:
THE WATER AND/OR WASTEWATER PIPING SYSTEMS, AS SHOWN ON THESE RECORD DRAWINGS, HAVE BEEN CONSTRUCTED IN SUBSTANTIAL COMPLIANCE WITH THE STANDARDS AND SPECIFICATIONS FOR THIS PROJECT AND IN CONSIDERATION OF THE TWO (2) YEAR WORKMANSHIP AND MATERIALS WARRANTY. ANY SIGNIFICANT DEVIATIONS FROM THE MATERIALS SPECIFIED OR WORKMANSHIP STANDARDS REQUIRED HAVE BEEN APPROVED BY THE ENGINEER AND THE JWSC PRIOR TO INSTALLATION. THIS INFORMATION HAS BEEN REVIEWED BY A PRINCIPAL OF THE COMPANY OR AN EXECUTIVE OFFICER, AS CITED BELOW, AND TO THE BEST OF HIS/HER KNOWLEDGE AND BELIEF THESE RECORD DRAWINGS ARE ACCURATE AND COMPLETE.

COMPANY NAME (PRINTED): Wade & Grant
PRINCIPAL/OFFICER SIGNATURE: [Signature]
DATE SIGNED: 9/28/21

ENGINEER'S STATEMENT:
THESE RECORD DRAWINGS HAVE BEEN PREPARED BASED ON CONSTRUCTION, LOCATION, ELEVATION AND TESTING INFORMATION PROVIDED BY THE CONTRACTOR, SURVEYOR AND THE JWSC. THIS INFORMATION HAS BEEN REVIEWED BY THE ENGINEER OF RECORD, AS CITED BELOW, AND TO THE BEST OF HIS/HER KNOWLEDGE AND BELIEF THESE RECORD DRAWINGS ARE CONSISTENT WITH THE DESIGN INTENT OF THE APPROVED SITE DEVELOPMENT PLANS AND ANY APPROVED MODIFICATIONS OR CHANGES.

ENGINEER'S NAME (PRINTED): TOM HAVENS
ENGINEER'S SIGNATURE: [Signature]
GA PROFESSIONAL ENGINEER REGISTRATION NUMBER: 029892
DATE SIGNED: 2/3/19

SURVEYOR'S STATEMENT:
TO THE BEST OF MY KNOWLEDGE AND BELIEF THE WATER AND/OR WASTEWATER RECORD DRAWINGS SHOWN HEREON HAVE BEEN PREPARED IN CONFORMANCE WITH THE JWSC RECORD DRAWING STANDARDS AND ARE AN ACCURATE REPRESENTATION OF THE FIELD CONDITIONS BASED UPON ABOVE GROUND VISIBLE EVIDENCE OF SYSTEM COMPONENTS, AND THE ENGINEERING, CONTRACTOR, AND JWSC INFORMATION PROVIDED.

SURVEYOR'S NAME (PRINTED):
SURVEYOR'S SIGNATURE:
GA PROFESSIONAL SURVEYOR REGISTRATION NUMBER:
DATE SIGNED:

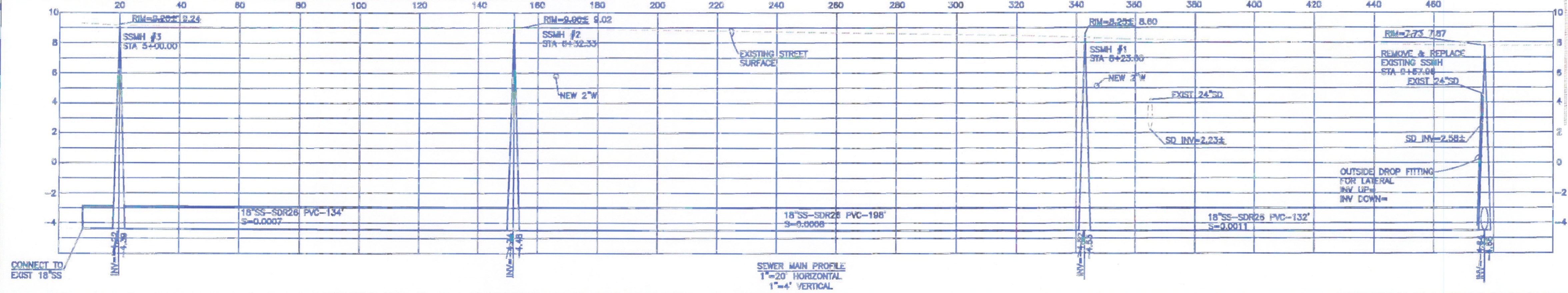
ABBREVIATIONS

Table with columns for abbreviations and their meanings, including terms like AB (Aggregate Base), ADJ (Adjustable), and SD (Storm Drain).

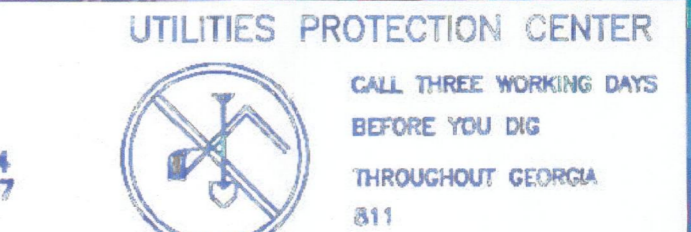
LEGEND



RECORD
2/1/19



SEWER MAIN PROFILE
1"=20' HORIZONTAL
1"=4' VERTICAL



HOWE ST.

NEW SSMH
NW INV=-4.54
RM ELEV=7.87
N 41702.8
E 866791.2
STA 8+57.08
OUTSIDE DROP FITTINGS
FOR SEWER SERVICE PER
JWSC STD 3-3A
REMOVE & REPLACE SSMH
COORDINATE WITH JWSC. 5"
DIAMETER PER JWSC STD 3-2B
SE INV=-4.68
RM=7.73±

SSMH #1
PER GADOT
STD 1011-A
RM=8.43±
INV IN=4.31
INV OUT=3.59

SSMH #2
PER GADOT
STD 1011-A
RM=8.75±
INV IN=4.21
INV OUT=3.59

SSMH #3
PER GADOT
STD 1011-A
RM=8.43±
INV IN=4.31
INV OUT=3.59

SSMH #1
PER GADOT
STD 1011-A
RM=8.43±
INV IN=4.31
INV OUT=3.59

SSMH #2
PER GADOT
STD 1011-A
RM=8.75±
INV IN=4.21
INV OUT=3.59

SSMH #3
PER GADOT
STD 1011-A
RM=8.43±
INV IN=4.31
INV OUT=3.59

SSMH #1
PER GADOT
STD 1011-A
RM=8.43±
INV IN=4.31
INV OUT=3.59

REMOVE EXISTING CLEANOUT
& REPLACE W/ SDR26 PVC
THRU PIPE
CONNECT TO EXIST SS
W/ SSSO #3
NW=4.64±
RM=7.52±

REMOVE & REPLACE
SIDEWALK PER GA
DOT STD A3-402 SF±

REMOVE & REPLACE
SIDEWALK PER GA
DOT STD A3-745 SF±

REMOVE & REPLACE
SIDEWALK PER GA
DOT STD A3-745 SF±

REMOVE & REPLACE
SIDEWALK PER GA
DOT STD A3-745 SF±

REMOVE & REPLACE
SIDEWALK PER GA
DOT STD A3-745 SF±

COORDINATE TABLE with columns for N and E coordinates for various manholes and cleanouts.

TOPOGRAPHIC SURVEY BASED ON A FIELD SURVEY DATED 11/6/17 AS PREPARED BY BREWER SURVEYING, P.O. BOX 441, POOLER, GA 31322. TEL 912-856-2205, CRAIG@BREWERSURVEY.COM
AS-BUILT SURVEY DATA PROVIDED BY CHRIS YOUNG, PLS, SHUPE SURVEYING COMPANY, 3837 DARIEN HIGHWAY, BRUNSWICK, GA 31525. TEL 912-265-0562, CYOUNG@SHUPESURVEY.COM
VERTICAL DATUM IS NAVD83 DATUM.
HORIZONTAL DATUM IS GEORGIA STATE PLANE COORDINATE SYSTEM (NAD83), EAST ZONE.
BENCHMARK IS RAILROAD SPIKE IN POWER POLE, NE CORNER OF GRANT STREET AND HANOVER SQUARE, ELEV 10.23

Project information including project engineer (COASTAL Civil Engineering), project number (1100-00943 & 01-00951), date (3/16/18), and drawing number (C5 of C12).

Rec'd in-hand
7-3-2019 by AC



Application for Dedication of Water/Wastewater Systems

Part A: Statement of Intention

Having completed the installation of the water/wastewater system for the property tract or subdivision heretofore known as St Francis Xavier Catholic Church Narthex; the current Owner(s) of the system, being Reverend Timothy McKeown, located at 1120 Newcastle Street, Brunswick GA 31525, is desirous of dedicating the constructed

utility system(s) for ownership, operation and maintenance to the appropriate public entity licensed and permitted to operate such system(s) within this jurisdictional area. This Application and requested information is being submitted with this intention.

Part B: Recognition and Acceptance of Warranties

The Owner/Developer of this water/wastewater system does hereby recognize and accept the responsibility for correcting any and all system defects that may occur or be found during the operation of the system by the JWSC for a period of two (2) years from the written date of acceptance by the governmental body to which the system is dedicated. This warranty covers materials and workmanship items, as well as those components of the infrastructure damaged by other utilities and/or contractors who may cause damage to the water/wastewater system as herein accepted, excepting such defects caused or resulting from the sole negligence of the JWSC.

Part C: Confirmation of Compliance of Water/Wastewater Documentation

The Owner/Developer of this water/wastewater system does hereby warrant that the Record Drawings and all appropriate utility easements and/or deeds have been provided to the JWSC.

Part D: Fair Value (Cost Basis) of Dedicated System (To be completed by Engineer)

The Fair Value (Cost Basis) of the installed **water system**, which is approximately 273 linear feet as constructed, is estimated to be \$ 10,000⁰⁰.

The Fair Value (Cost Basis) of the installed **sanitary sewer system**, which is approximately 513 linear feet, is estimated to be \$ 116,400⁰⁰.

The Fair Value (Cost Basis) of the installed **wastewater lift station**, which design capacity is N/A gallons per minute @ feet Total Dynamic Head, is estimated to be \$.

The Fair Value (Cost Basis) of the installed **potable water well**, which design capacity is N/A gallons per minute @ feet Total Dynamic Head, is estimated to be \$.

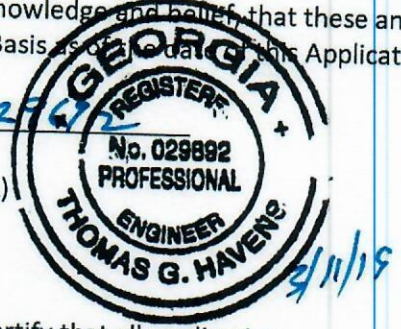
Engineer's Certification

The information cited in Part "D" of this application is based on my professional evaluation of the costs of materials and installation of the water/wastewater system(s) as constructed in accordance with the approved standards and specifications for this project; and I do hereby certify, to the best of my knowledge and belief, that these amounts as provided are an accurate representation of this systems Fair Value on a Cost Basis as of the date of this Application.

Engineer: [Signature]

Georgia P.E. Registration # 29422

(SEAL)



Part E: Owner/Developer Certification

I/We, Rev. Timothy McKeown, do hereby certify that all application

Owner/Developer

information herein provided on the aforementioned water/wastewater development project is true and accurate to the best of my/our knowledge and belief.

IN WITNESS WHEREOF, the hand and seal of the Owner/Developer has hereunto been set this 20 day of March, 2019.

[INSERT NAME OF GRANTOR]

By: Rev. Timothy McKeown

Its: Pastor St. Francis Xavier

ATTEST:

By: Rev. Timothy McKeown

Its: Parooid Vicar St Francis Xavier

(CORPORATE SEAL)

[Signature]
Unofficial Witness

Signed, sealed and delivered on this 21 day of March, 2019, and in the presence of:

Tammy Flowers

NOTARY PUBLIC

My Commission Expires: 7/21/20

