

Peachtree City Water & Sewerage Authority  
Regular Meeting  
Agenda  
Friday, September 16, 2022  
8:30 a.m.

I. Pledge of Allegiance

II. Public Comment

III. Election of Officers

IV. Minutes

August 16, 2022 - Regular Meeting Minutes

V. Reports

A. Authority Members

B. General Manager

VI. Organizational Chart

VII. Job Description

VIII. Annual Budget

IX. Annual Services Contract

X. Annual Emergency Services Contract

XI. Agreement with Fayette County, Georgia for the Fayette County Water System

XII. Executive Session – Real Estate, Personnel, Potential Litigation

XIII. Adjourn

\*\* Location of meeting is Peachtree City Water & Sewerage Authority at 1127 Hwy. 74, South \*\*

NOTE: This agenda is subject to change up to twenty-four hours prior to the scheduled meeting.

A quorum of City Council will be in attendance.

Peachtree City Water and Sewerage Authority

August 16, 2022

The Peachtree City Water and Sewerage Authority held its monthly meeting on Tuesday, August 16, 2022, in the break room of the John W. Gronner Administrative Center. The following individuals were present: Chairman Kim Learnard, Vice-Chairman Mike King, Treasurer/Secretary Gretchen Caola, Board Member Frank Destadio, Ms. Melissa Griffis (attorney with Horne & Griffis), Mr. Dan Davis (ISE), Ms. Leslie Baer (ISE), Ms. Millie Shah (WASA), Mr. Larry McNeil (WASA), Mr. Josh Thomas (Cpak Technology Solutions), Ms. Hope Larisey (ISE), Ms. Lauren Worley (ISE), Mr. Clint Holland, and Mr. John Dufresne. Board Member Phil Prebor was absent.

Ms. Learnard called the meeting to order at 8:30 am. The meeting began with the Pledge of Allegiance.

Ms. Learnard opened the meeting up for public comment. There were no public comments.

Ms. Learnard asked for a motion to approve the June 21, 2022 regular meeting minutes. Mr. Destadio made a motion to approve the June 21, 2022 regular meeting minutes, seconded by Mr. King.

There were no reports from the Authority members. Mr. Dan Davis provided a General Manager report stating everything is operating as expected.

Ms. Learnard discussed the Meeting Date Calendar. Mr. King made a motion to approve the Meeting Date Calendar, seconded by Ms. Caola. Motion carried.

Mr. Dan Davis discussed the bank documents for signatory officers, requesting the signatory change from Ms. Caola to another Board member. Mr. King made a motion to approve Mr. Destadio as the new signatory, seconded by Ms. Caola. Motion carried.

Ms. Learnard discussed the correspondence from the Fayette County Water System. Ms. Griffis stated this was presented for information and will be addressed at a future meeting. Mr. King recommended the Authority place a notice in the sewer bill to alert customers of the increased cost to the Authority. Mr. Clint Holland (314 Loring Lane, Peachtree City) stated he is on the water committee and the increase was made across the board.

Ms. Larisey discussed the Industrial Pretreatment program work authorization. Ms. Larisey stated the program is required by the EPA, and includes five permitted industries. Ms. Larisey stated Hoshizaki is working with the new metal limits and looking for a new filter system to add to their process. The Authority has recommended providing more time to Hoshizaki in order to implement this system. Mr. Dan Davis stated the Authority has an amount or "budget" of pollutant loads, stating there should be room for allocation. Mr. King made a motion to approve the Industrial Pretreatment Work Authorization, seconded by Mr. Destadio. Motion carried.

Mr. Dan Davis discussed the Correspondence from the City of Peachtree City regarding ARPA funds, stating the Authority received notice that the funding amount WASA will receive has been reduced by \$1 million. Mr. Dan Davis stated the Authority will meet the schedule requirements with the proposed projects. Mr. King asked if the Huddleston Road project will be funded with ARPA funds. Ms. Griffis stated the funded projects will be reviewed in the budget presentation.

Ms. Shah discussed the September 30, 2022 Quarterly Financial Update, stating the Authority is at the 75% point in the budget year. Ms. Shah stated revenues are at budget and expenses are under budget, and the Authority will meet the FY2022 budget. Mr. Destadio asked for clarification of the sinking fund. Ms. Shah stated funds are transferred from the operating fund to the shrinking fund to pay the bond.

Mr. Dan Davis discussed the Organizational Chart, stating the budget includes the addition of an additional staff member so the crews can be more efficient. This position would assist with logistics, allowing crews to continue working when additional materials or supplies are needed. This additional person would coordinate and procure all needed supplies/parts.

Mr. Dan Davis discussed the Job Description stating it supports the new position discussed with the Organizational Chart.

Mr. Dan Davis discussed the FY23 Budget Presentation stating the budgeting process started three months ago. Mr. Dan Davis stated the influx of ARPA funds has allowed the staff to take a deeper look into the capital projects. Mr. Dan Davis stated the budget reflects an increase in power, fuel, and solids disposal. Mr. Dan Davis stated the Authority continues to be in great financial shape. Mr. McNeil reviewed the budget highlights, and Ms. Shah reviewed the budget financials as outlined in the presentation. Mr. Dan Davis reviewed the Capital Improvement Plan, including discussion of re-permitting efforts. Ms. Griffis stated the budget is presented this month, and will be on the agenda for approval next month, September 2022.

Mr. Dan Davis discussed the ISE Contract. Mr. Dan Davis stated an additional task was added to provide financial oversight and language was added to provide litigation support at an hourly rate. Mr. Destadio made a motion to approve the Contract Management Work Authorization, seconded by Mr. King. Motion carried.

Ms. Learnard asked for a motion to adjourn into Executive Session for the purpose of Real Estate, Personnel, and Potential Litigation. The motion was made by Mr. King and seconded by Mr. Destadio. Motion carried. The meeting was adjourned into Executive Session at 9:28 am.

The meeting was reconvened at 10:15 am.

Mr. King made a motion to approve a benefit of \$300 per employee as a bridge until the COLA adjustment takes effect, seconded by Ms. Caola. Motion carried.

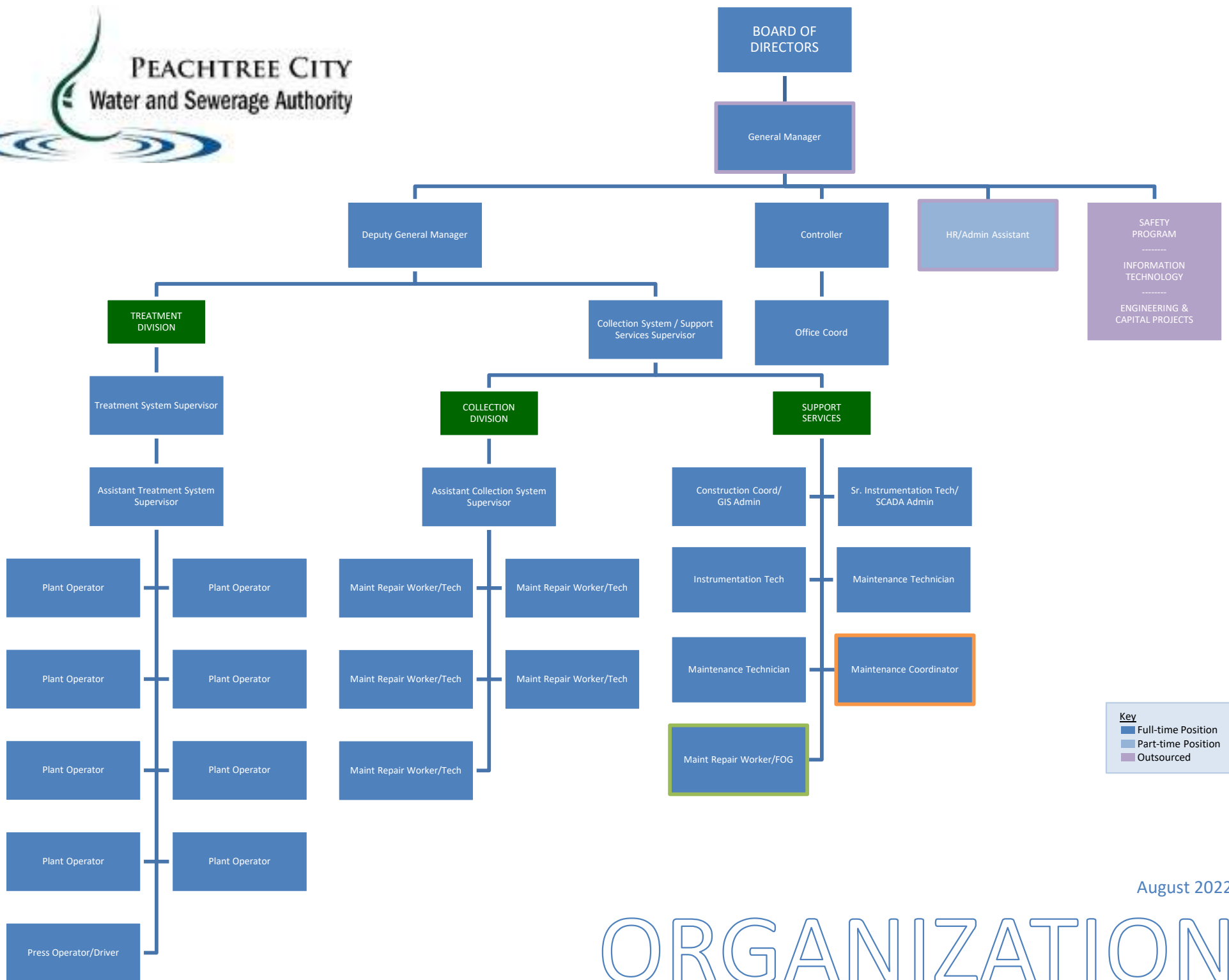
Ms. Learnard asked for a motion to adjourn. The motion was made by Mr. Destadio and seconded by Mr. King. Motion carried. The meeting was adjourned at 10:15 am.

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Chairman – Kim Learnard

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Vice Chairman – Mike King



August 2022

# ORGANIZATION



**PEACHTREE CITY**  
**Water and Sewerage Authority**

**1127 Highway 74 South**  
**Peachtree City, GA 30269**

**Phone: 770-487-7993 • FAX: 770-631-5380**

## **JOB DESCRIPTION**

**Title:** **Maintenance Coordinator**  
**Division:** **Support Services**  
**Reports to:** **Support Services Supervisor**

### **I. Position Summary**

The Maintenance Coordinator oversees the preventative maintenance (PM) program and the maintenance parts inventory. The emphasis of this position is supporting and developing the preventive maintenance program by providing maintenance staff with materials, methods, and PM documentation.

Utilizing existing PM procedures as a starting point, key activities include consolidating PM processes for shop floor execution, records documentation, consolidating semiannual and annual maintenance plans for key departments, and assisting in day-to-day department management. This position helps coordinate maintenance efforts with the operations schedule to avoid potential delays and obstacles which could adversely affect efficient production.

### **II. Essential Duties**

- Ensure complete and accurate information for all work in the Computerized Maintenance Management System (CMMS), including follow-up and activities as relates to PMs.
- Maintain and execute the PM program, and update PM for equipment in the facility.
- Interface with Maintenance, Collections and Operations management to ensure effective work prioritizing and scheduling.
- Follow-up with appropriate personnel when additional information is required.
- Ensure appropriate inventory levels in the maintenance department, and implement inventory controls for the CMMS system.
- Ensure all information is captured and generate reports as required for both inventory and CMMS.
- Support maintenance purchasing activities as needed.
- Organize and distribute work tasks to maximize plant efficiency and minimize production down time.
- Purchase needed parts, solicit quotes and complete REQ forms as needed per purchasing procedures.
- Assist in the budgeting process through reporting and review.
- Coordinate annual maintenance for critical equipment.
- Coordinate weekly maintenance work planning and scheduling meetings.
- Other duties as assigned.

### **III. Qualifications**

The qualifications listed below represent the credentials necessary to perform the essential functions of this position. To be successful in this position, an individual must be able to perform each duty satisfactorily. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

#### **A. Education and/or Experience**

High School diploma and two to three years directly related experience.

#### **B. Supervisory Controls:**

This position does not supervise any other position. Must demonstrate outstanding communication skills (verbal and written) in order to convey key information between departments. Must be able to follow specific instructions and complete work in a timely manner. Work may be performed independently or as part of a crew. Assignments are given with objectives and deadlines.

### **IV. Working Conditions**

#### **A. Physical Demands**

The work requires physical exertion such as long periods of standing; walking over rough or difficult surfaces; recurring stooping, climbing, or walking; recurring lifting of objects weighing in excess of 25 pounds, and occasional lifting of objects weighing in excess of 75 pounds.

#### **B. Work Environment**

The work is generally performed in an office environment. However, the work may be in an environment involving everyday risks or discomforts which require normal safety precautions. The employee may be required to use protective clothing or equipment such as masks, coats, boots, goggles, gloves, or shield.

Close attention to detail will be required, while working in a fastpaced environment requiring the ability to adapt to changing job responsibilities. Strong computer skills necessary including familiarity with SEMS CMMS and MS Office software.

# **Annual Operating & Capital Budget Fiscal Year 2023**

*Submitted by:*

**L.H. (Dan) Davis, Jr., General Manager**

**Larry McNeil, Deputy General Manager**

**Prepared by: Millie Shah, Controller**





## Board Members

Kim Learnard, Chair | Mike King, Vice-Chair

Phil Prebor | Frank J. Destadio

*\*Revised – 09/09/2022*



## Overview of FY2022 – Operations

- Rockaway
  - Upgraded Programmable Logic Controller (PLC) for Rockaway Sequential Batch Reactor (SBR) system
  - Upgraded PLC for Rockaway filters
  - Replaced all 96 bulbs on Ultraviolet (UV) system
  - Put in bypass valves for Sludge Holding Tank (SHT) for blowers #3 and #4
  - Changed all the filter cloth on filters #1 and #2 and also replaced 36 frames
- Turner (Line Creek)
  - Changed all the filter cloth on filters #1 and #2
  - Replaced all the bulbs on UV banks #2 and #3
  - Installed new discharge conveyor on the belt press
  - Replaced the drain valves on filters #1 and #2
  - Installed new sidewalks around the plant





## Overview of FY2022 – Support Services and Collection

Customer lateral block and line blockage.



During routine SL-Rat inspections, crew members found a large amount of asphalt in a manhole. This find would have led to an overflow within weeks. This is just one example of the many ways the SL-Rat has been useful in preventing overflows.





## Overview of FY2022 – Support Services and Collection

Easement Clearing



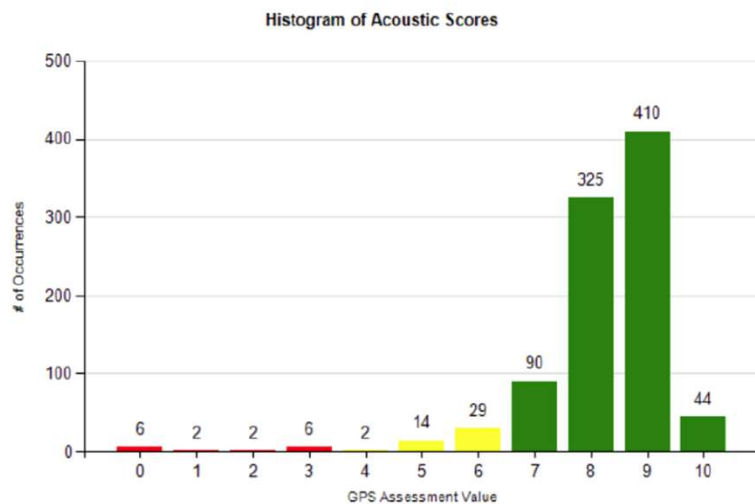
Lift Station 27 Fence



Erosion Control at Lift Station 27



## Sewer Line Rapid Assessment Tool (SL-RAT)

**Peachtree City, GA 8/1/21-8/1/22 Data****Measurement Totals****930 total measurements****Benefit Summary**

Total Feet Assessed	Estimated Cost to Clean All Pipe @ \$1.00/ft	After Assessment Feet Requiring Cleaning	Estimated Cost to Clean low score pipe (<=4) Pipe @ \$1.15/ft	Total Cost Saved After Assessment
240,054	\$240,054	4,900	\$5,635	\$234,419



## Revenue Anticipations and Expenditure Appropriations

## FY2023 OPERATING

	FY2021 Actual	FY2022 Budget	FY2022 Projected	2022 Budget Variance	FY2023 Budget	2022 Projected / 2023 Budget	%
Revenues - Rate	9,202,587	9,380,470	9,472,152	91,682	9,956,500	484,348	5.11%
Revenues - Fee	1,242,832	866,750	1,239,683	372,933	1,015,500	(224,183)	-18.08%
Operating Fund Revenues	10,445,419	10,247,220	10,711,835	464,615	10,972,000	260,165	2.4%
Salaries, Wages, & Benefits	2,481,235	3,052,352	2,952,223	(100,130)	3,480,299	528,077	17.89%
Materials, Supplies, & Services	2,868,446	3,595,642	3,483,402	(112,240)	3,579,175	95,773	2.75%
Operation Expenditures*	5,349,681	6,647,994	6,435,625	(212,369)	7,059,474	623,849	9.7%
Operating Surplus (Deficit)	5,095,738	3,599,226	4,276,210	676,984	3,912,526	(363,684)	-8.50%
Other Income (Expense)	9,198	-	-	-	-	-	0.00%
Total Surplus (Deficit)	5,104,936	3,599,226	4,276,210	676,984	3,912,526	(363,684)	-8.50%

## FY2023 CAPITAL SPENDING &amp; DEBT SERVICE

## Funding Source Capital Projects &amp; Debt Service

Current Year Operating Surplus	5,104,936	3,599,226	4,276,210	676,984	3,912,526	(363,684)	-8.50%
American Rescue Plan Funding	-	-	-	0	5,150,000	5,150,000	0.00%
Use of Reserve Fund for Capital Projects	-	1,100,000	-	(1,100,000)	1,946,900	1,946,900	0.00%
Sub-Total	5,104,936	4,699,226	4,276,210	(423,016)	11,009,426	6,733,216	157.46%
Debt Service Payment	2,748,878	2,749,787	2,749,787	-	2,740,543	(9,244)	-0.34%
Renewal & Extension (Crawford, Electrical, Mechanical)	188,810	350,000	388,840	38,840	350,000	(38,840)	-9.99%
Capital & Project	172,686	1,418,865	435,313	(983,552)	7,789,770	7,354,457	1689.46%
Sub-Total	3,110,374	4,518,652	3,573,940	(944,712)	10,880,313	7,306,373	204.43%
	1,994,562	180,575	702,270	521,695	129,113	(573,157)	-81.6%

\* Cash-flow based budget. Does not include Depreciation expense & end of the year adjusting entries

7-YEAR CAPITAL IMPROVEMENT PLAN	2023	2024	2025	2026	2027	2028	2029	Total
SOURCE OF FUNDS								
American Rescue Plan (ARP) Funding	5,150,000	448,182	-	-	-	-	-	5,598,182
Fund balance	1,946,900	1,570,000	570,000	570,000	570,000	570,000	570,000	6,366,900
Operating income- current year	925,870	-	-	-	-	-	-	925,870
Total Source of Funds	8,022,770	2,018,182	570,000	570,000	570,000	570,000	570,000	12,890,952
CAPITAL PROJECTS								
American Rescue Plan (ARP) Projects								
Headwork rehabilitation - Turner Plant	1,000,000	-	-	-	-	-	-	1,000,000
New ultraviolet (UV) units - Turner Plant	1,300,000	-	-	-	-	-	-	1,300,000
Replace plant supervisory control and data acquisition (SCADA) - Turner Plant	100,000	-	-	-	-	-	-	100,000
Additional filter/UV - Rockaway Plant	2,000,000	-	-	-	-	-	-	2,000,000
Replace plant supervisory control and data acquisition (SCADA) - Rockaway Plant	100,000	-	-	-	-	-	-	100,000
New Aerator - Rockaway Plant	150,000	-	-	-	-	-	-	150,000
Pipeline rehabilitation - Collection System	500,000	448,182	-	-	-	-	-	948,182
	5,150,000	448,182	-	-	-	-	-	5,598,182
COLLECTIONS SYSTEM								
Pumps for pump station	300,000	-	-	-	-	-	-	300,000
Pump for Athletic Complex	100,000	-	-	-	-	-	-	100,000
Highway 54 east expansion	100,000	-	-	-	-	-	-	100,000
Back up pipeline push camera	10,000	-	-	-	-	-	-	10,000
Lift Station 15 building	30,000	-	-	-	-	-	-	30,000
Fencing around pump stations	50,000	-	-	-	-	-	-	50,000
Lift Station 35 base elbows replacement	15,000	-	-	-	-	-	-	15,000
Fall protection program	50,000	-	-	-	-	-	-	50,000
Animal shelter pump station	60,000	-	-	-	-	-	-	60,000
Pipeline rehabilitation - Collection System	-	-	500,000	500,000	500,000	500,000	500,000	2,500,000
Purchase small flush truck/F350	100,000	-	-	-	-	-	-	100,000
Softstarts -pump stations	20,000	-	-	-	-	-	-	20,000
Pumps, generators and small equipment	110,000	-	-	-	-	-	-	110,000
RAS Pump Lift Station 11 FY2022 Carry Forward	22,770	-	-	-	-	-	-	22,770
Pump replacements >15K	150,000	-	-	-	-	-	-	150,000
	1,117,770	-	500,000	500,000	500,000	500,000	500,000	3,617,770
ROCKAWAY PLANT								
Replace polymer system	50,000	-	-	-	-	-	-	50,000
Construct new storage building	60,000	-	-	-	-	-	-	60,000
Bulbs and ballasts	67,000	-	-	-	-	-	-	67,000
Plant upgrade due to new permit	-	500,000	-	-	-	-	-	500,000
	177,000	500,000	-	-	-	-	-	677,000



7-YEAR CAPITAL IMPROVEMENT PLAN	2023	2024	2025	2026	2027	2028	2029	Total
<b>SOURCE OF FUNDS</b>								
<b>TURNER PLANT</b>								
New sidewalks	25,000	25,000	25,000	25,000	25,000	25,000	25,000	175,000
Building renovations	20,000	-	-	-	-	-	-	20,000
Replace polymer system	50,000	-	-	-	-	-	-	50,000
New screen- septage system	180,000	-	-	-	-	-	-	180,000
Demolition and disposal of reject pond	350,000	-	-	-	-	-	-	350,000
Bulbs and ballasts	67,000							67,000
Plant upgrades due to new permit	-	1,000,000	-	-	-	-	-	1,000,000
	692,000	1,025,000	25,000	25,000	25,000	25,000	25,000	1,842,000
<b>ADMINISTRATION</b>								
Security/Fencing improvements	110,000	-	-	-	-	-	-	110,000
Wireless replacement	25,000	-	-	-	-	-	-	25,000
PC upgrade/replacement	20,000	-	-	-	-	-	-	20,000
UPS replacement	20,000	-	-	-	-	-	-	20,000
Security upgrade	10,000	-	-	-	-	-	-	10,000
Microsoft Server upgrades	15,000	-	-	-	-	-	-	15,000
Main building interior remodel	100,000	-	-	-	-	-	-	100,000
Program management fee ARP	168,000							168,000
Contingency/Capital	120,000	-	-	-	-	-	-	120,000
Contingency/ IT	30,000	-	-	-	-	-	-	30,000
	618,000	-	-	-	-	-	-	618,000
<b>FLEET/MAINTENANCE</b>								
Truck - Operations	35,000	-	-	-	-	-	-	35,000
Truck - Collections	-	45,000	45,000	45,000	45,000	45,000	45,000	270,000
Dump trucks	-	-	TBD	-	-	-	-	-
	35,000	45,000	45,000	45,000	45,000	45,000	45,000	305,000
<b>LONG TERM PLANNING PROJECTS</b>								
Huddleston road sewer line	TBD	TBD	TBD	TBD	TBD	TBD	TBD	-
Bio solids management	TBD	TBD	TBD	TBD	TBD	TBD	TBD	-
Governor's Square sewer line	TBD	TBD	TBD	TBD	TBD	TBD	TBD	-
Hip Pocket/Loblolly/Lake Peachtree sewer line	TBD	TBD	TBD	TBD	TBD	TBD	TBD	-
<b>TOTAL PROJECT COSTS</b>	<b>7,789,770</b>	<b>2,018,182</b>	<b>570,000</b>	<b>570,000</b>	<b>570,000</b>	<b>570,000</b>	<b>570,000</b>	<b>12,657,952</b>

## Debt Issuance and Management

**Peachtree City Water and Sewerage Authority  
Revenue Bond**

Fiscal Year	2013A Series			2013B Series			Grand Totals		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2023	1,900,000	268,000	2,168,000	565,000	7,543	572,543	2,465,000	275,543	2,740,543
2024	1,385,000	208,300	1,593,300	-	-	-	1,385,000	208,300	1,593,300
2025	1,440,000	151,800	1,591,800	-	-	-	1,440,000	151,800	1,591,800
2026	1,505,000	92,900	1,597,900	-	-	-	1,505,000	92,900	1,597,900
2027	1,570,000	31,400	1,601,400	-	-	-	1,570,000	31,400	1,601,400
<b>Total</b>	<b>7,800,000</b>	<b>752,400</b>	<b>8,552,400</b>	<b>565,000</b>	<b>7,543</b>	<b>572,543</b>	<b>8,365,000</b>	<b>759,943</b>	<b>9,124,943</b>





**TO:** Peachtree City Water and Sewerage Authority  
Board of Directors

**BOARD MEETING DATE:** September 16, 2022

**SUBMITTED BY:** Larry McNeil, Deputy General Manager  
Millie Shah, Controller

**SUBJECT:** Award of Bid – Annual Services Contract

The Peachtree City Water and Sewerage Authority adopted an Annual Services Contract in 2011 for the purpose of providing a resource to support maintenance, repair, and modification to the sewer collection system and wastewater treatment operations which are beyond the capabilities of PCWASA staff. The Annual Services Contract is a unit priced contract reflecting the most common types of materials and equipment needed to construct or repair infrastructure within both the collection system and the wastewater treatment plants. This contract allows the Authority to pay a fixed dollar amount which includes labor for each line item on the bid schedule for issued projects to the Contractor. The Annual Services Contractor will provide a quote for any projects with materials and equipment which are not included in the bid schedule. Upon evaluation and review of the quote, the Authority may or may not award the work to the Annual Services Contractor. The Annual Services Contract is awarded for one year with an option for the Authority to extend the contract an additional 12 months upon mutual agreement of both parties.

The Contract was advertised, and three Contractors submitted bids which were received on Friday, August 26, 2022. Staff has reviewed each bid for completeness and accuracy. The following Contractors submitted bids:

Bid Order	Contractor	Base Bid Amount
1	Crawford Grading and Pipeline, Inc.	\$171,995.00
2	RDJE, Inc.	\$456,650.00
3	The Renee Group	\$620,300.00

All bidders were determined to be qualified and responsive. Staff reviewed the responsiveness of the three bidders which was to include a Georgia Utility Contractor License Number, a Bid Form (to verify bid amounts provided were summed correctly), and a list of all public works projects performed in the last three years.

## RECOMMENDATION

Staff recommends the Board award the contract to the lowest bidder Crawford Grading and Pipeline, Inc. Utility Contractor License Number of UC300426 in the amount of \$171,995.00 and authorize the General Manager to execute the contract.

**PEACHTREE CITY WATER and SEWERAGE AUTHORITY ANNUAL SERVICES CONTRACT FY2023**

**BID TABULATION**

				CRAWFORD GRADING		RDJE, INC.		The Renee Group	
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)
	EROSION & SEDIMENTATION CONTROL								
1	ES.1 - Permanent (Dx3) or Tempoary (Ds2) Grassing with Soil Preperation, Fertilizer and Straw Mulch	1	AC	\$3,000.00	\$3,000.00	\$3,220.00	\$3,220.00	\$8,000.00	\$8,000.00
2	ES.2 - Temporary Silt Fencing - Type A (Sd1-A) including maintence	100	LF	\$2.50	\$250.00	\$3.00	\$300.00	\$25.00	\$2,500.00
3	ES.3 - Temporary Silt Fencing - Type C (Sd1-C) including maintence	50	LF	\$4.00	\$200.00	\$4.00	\$200.00	\$30.00	\$1,500.00
4	ES.4 - Removal of Selt Fence - Type A	100	LF	\$1.00	\$100.00	\$4.00	\$400.00	\$25.00	\$2,500.00
5	ES.5 - Removal of Silt Fence - Type C	50	LF	\$2.00	\$100.00	\$5.00	\$250.00	\$25.00	\$1,250.00
6	ES.6 - Hay Bale Check Dam(Sd1-Hb)	2	EA	\$125.00	\$250.00	\$260.00	\$520.00	\$450.00	\$900.00
	EARTHWORK & CLEARING								
7	EC.1 - Clearing for sewer lines. Non-floodplain areas	1	AC	\$10,000.00	\$10,000.00	\$12,655.00	\$12,655.00	\$8,000.00	\$8,000.00
8	EC.2 - Construction Exits (Co)-20'x50'	1	EA	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00
	REMOVAL & REPLACEMENT PAVING								
9	RR.1 - Hot Mix Asphalt Pavement Repair	20	SY	\$200.00	\$4,000.00	\$414.00	\$8,280.00	\$80.00	\$1,600.00
10	RR.2 - Concrete Driveway & Sidewalk Replacement	10	SY	\$200.00	\$2,000.00	\$352.00	\$3,520.00	\$225.00	\$2,250.00
	Force Main Sewer Lines								
11	FM.1 - 6" Class 350 DIP to normal depth w/4' cover	100	LF	\$60.00	\$6,000.00	\$185.00	\$18,500.00	\$185.00	\$18,500.00
12	FM.2 - 4" Class 350 to normal depth w/4' cover	100	LF	\$65.00	\$6,500.00	\$220.00	\$22,000.00	\$190.00	\$19,000.00
13	FM.3 - 6" DR11 D.I.P.S. HDPE normal depth w/4' cover	100	LF	\$60.00	\$6,000.00	\$85.00	\$8,500.00	\$200.00	\$20,000.00
13	FM.4 - 4"DR11D.I.P.S. HDPE to normal depth w/4' cover	100	LF	\$60.00	\$6,000.00	\$75.00	\$7,500.00	\$200.00	\$20,000.00
	Manhole Installation								
14	MH.1 - Standard 4' Diameter Manhole including base, riser, cone & standard frame & cover	6	VF	\$500.00	\$3,000.00	\$1,360.00	\$8,160.00	\$1,500.00	\$9,000.00
15	MH.2 - Standard 4' Diameter "Doghouse" Manhole instaslled over existing swerer including base, riser, cone & standard frame & cover	6	VF	\$600.00	\$3,600.00	\$2,655.00	\$15,930.00	\$1,900.00	\$11,400.00
17	MH.3 - Core Existing Manhole, 0-12" Diameter Hole	1	EA	\$2,000.00	\$2,000.00	\$7,165.00	\$7,165.00	\$1,500.00	\$1,500.00
17	MH.4 Standard Manhole Invert, 4' Manhole	1	EA	\$800.00	\$800.00	\$1,200.00	\$1,200.00	\$900.00	\$900.00

Sewer Service Lateral Connection & Line									
18	SLC.1 - 6" Service Lateral (SDR-26 PVC). Fittings, Conc. Encasement & Cleanout	8	EA	\$1,500.00	\$12,000.00	\$2,700.00	\$21,600.00	\$1,500.00	\$12,000.00
Sanitary Gravity Sewer Lines									
19	SS.1 - 8"-Cit 0' to 3.0'	100	LF	\$70.00	\$7,000.00	\$212.00	\$21,200.00	\$185.00	\$18,500.00
20	SS.2 - 8"-Cut 3.1 to 16.0'	100	LF	\$60.00	\$6,000.00	\$112.00	\$11,200.00	\$200.00	\$20,000.00
21	SS.3 - 8"-Cut 16.1' to 24.0'	100	LF	\$70.00	\$7,000.00	\$163.00	\$16,300.00	\$325.00	\$32,500.00
22	SS.4 - 8"-Cut 24.1' to 28.0'	100	LF	\$100.00	\$10,000.00	\$396.00	\$39,600.00	\$400.00	\$40,000.00
23	SS.5 - 10"-Cut 0' to 3.0'	100	LF	\$80.00	\$8,000.00	\$242.00	\$24,200.00	\$195.00	\$19,500.00
24	SS.6 - 10"-Cut 3.1 to 10.0'	100	LF	\$70.00	\$7,000.00	\$131.00	\$13,100.00	\$220.00	\$22,000.00
25	SS.7 - 10"-Cut 10.0' to 18.0'	100	LF	\$80.00	\$8,000.00	\$184.00	\$18,400.00	\$350.00	\$35,000.00
26	SS.8 - 10"-Cut 18.1' to 20.0'	100	LF	\$100.00	\$10,000.00	\$427.00	\$42,700.00	\$450.00	\$45,000.00
27	SS.9 - 12"-Cut 20.1' to 26.0'	100	SY	\$100.00	\$10,000.00	\$321.00	\$32,100.00	\$360.00	\$36,000.00
28	SS.10 - 12"-Cut 26.1' to 28.0'	100	LF	\$110.00	\$11,000.00	\$679.00	\$67,900.00	\$550.00	\$55,000.00
Pipe Bursting									
29	PB.1 - 8" Pipe Bursting All Depths	100	LF	\$75.00	\$7,500.00	\$77.00	\$7,700.00	\$225.00	\$22,500.00
30	PB.2 - 10" Pipe Bursting All Depths	100	LF	\$80.00	\$8,000.00	\$86.00	\$8,600.00	\$300.00	\$30,000.00
31	TOTAL				\$167,800.00	\$445,900.00		\$520,300.00	

Administrative Fee				UNIT PRICE (FIGURES)	AMOUNT (FIGURES)	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)	AMOUNT (FIGURES)	UNIT PRICE (FIGURES)
32	Initial Administrative Fee (Bonds, Contract Execution)	1	LS	2.50%	\$4,195.00	2.50%	\$10,750.00	2.50%	\$100,000.00
Total					\$171,995.00	\$456,650.00		\$620,300.00	



**TO:** Peachtree City Water and Sewerage Authority  
Board of Directors

**BOARD MEETING DATE:** September 16, 2022

**SUBMITTED BY:** Larry McNeil, Deputy General Manager  
Millie Shah, Controller

**SUBJECT:** Award of Bid – Emergency Services Contract

The Peachtree City Water and Sewerage Authority adopted an Emergency Services Contract in 2011 for the purpose of providing emergency services and support to maintain, repair, and modify the sewer collection system and wastewater treatment operations in recovery efforts in the event of an emergency. The Emergency Services Contract is a unit priced contract reflecting the most common types of materials and equipment needed to construct or repair infrastructure within both the collection system and the wastewater treatment plants. This contract allows the Authority to pay a fixed dollar amount which includes labor for each line item on the bid schedule for issued projects to the Contractor. The Emergency Services Contractor will provide a quote for any projects with materials and equipment which are not included in the bid schedule. The negotiation of costs associated with the work prior to an event prevents the conflict of price escalation during a crisis. The Emergency Services Contract is awarded for one year with an option for the Authority to extend the contract an additional 12 months upon mutual agreement of both parties.

The Contract was advertised, and one Contractor submitted a bid which was received on Friday, August 26, 2022. Staff has reviewed the bid for completeness and accuracy. The following Contractor submitted a bid:

Bid Order	Contractor	Base Bid Amount
1	Crawford Grading and Pipeline, Inc.	\$23,280.00

The bidder was determined to be qualified and responsive. Staff reviewed the responsiveness of the bidder which was to include a Georgia Utility Contractor License Number, a Bid Form (to verify bid amounts provided were summed correctly), and a list of all public works projects performed in the last three years.

## RECOMMENDATION

Staff recommends the Board award the contract to the lowest bidder Crawford Grading and Pipeline, Inc. Utility Contractor License Number of UC300426 in the amount of \$23,280.00 and authorize the General Manager to execute the contract.

**BID Tabulation for Peachtree City Water & Sewerage Authority Emergency Services Contract 2023**

BASE BID						CRAWFORD GRADING & PIPELINE, INC			
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)
G.1	MOBILIZATION / DEMOBILIZATION	1	EACH			4,000.00	\$4,000.00	0.00	\$0.00
EQUIPMENT RATES									
E.1	8011, AIR COMPRESSOR, AIR DELIVERY 103 CFM TO 30 HP	8	HOUR			60.00	\$480.00		\$0.00
E.2	8051, BOARD, MESSAGE TO 5 HP	8	HOUR			100.00	\$800.00		\$0.00
E.3	8220, COMPACTOR TO 10 HP (WALK BEHIND)	8	HOUR			80.00	\$640.00		\$0.00
E.4	8252, DOZER, CRAWLER TO 160 HP	8	HOUR			150.00	\$1,200.00		\$0.00
E.5	8280 EXCAVATOR, (MINI) HYDRAULIC 0.5 C.Y. BUCKET TO 45 HP	8	HOUR			90.00	\$720.00		\$0.00
E.6	8283 EXCAVATOR, HYDRAULIC 2.5 C.Y. BUCKET TO 265 HP	8	HOUR			150.00	\$1,200.00		\$0.00
E.7	8312, GENERATOR, PRIME OUTPUT 43 KW TO 65 HP	8	HOUR			100.00	\$800.00		\$0.00
E.8	8393, LOADER, WHEEL BUCKET CAPACITY, 3 C.Y. TO 152 HP	8	HOUR			150.00	\$1,200.00		\$0.00
E.9	8411, MIXER, CONCRETE PORTABLE BATCHING CAPACITY, 12 CFT, 11 HP	8	HOUR			80.00	\$640.00		\$0.00
E.10	8479, PUMP, TO 200 HP, HOSES INCLUDED	8	HOUR			200.00	\$1,600.00		\$0.00
E.11	8518, JACKHAMMER (WET), WEIGHT CLASS 30-55 LBS	8	HOUR			100.00	\$800.00		\$0.00
E.12	8542, LOADER, SKID-STEER, OPERATING CAPACITY 3000 LBS TO 85 HP	8	HOUR			90.00	\$720.00		\$0.00
E.13	8602, TRAILER, EQUIPMENT 60 TON CAPACITY (LOW BOY)	8	HOUR			200.00	\$1,600.00		\$0.00
E.14	8654, GME 8-SERIES TRENCHBOX	8	HOUR			150.00	\$1,200.00		\$0.00
E.15	8722, DUMP TRUCK, STRUCK CAPACITY 12 C.Y. TO 400 HP	8	HOUR			150.00	\$1,200.00		\$0.00
E.16	8761, VIBRATOR, CONCRETE TO 4 HP	8	HOUR			40.00	\$320.00		\$0.00
E.17	8840, TRUCK, SERVICE FUEL AND LUBE UP TO 26,000 GVWR 215-225 HP. TO INCLUDE CHAINSAW, CUT-OFF SAW, WELDER, SMALL AIR COMPRESSOR, HAND TOOLS, ETC.	8	HOUR			50.00	\$400.00	0.00	\$0.00
E.18	8870, LIGHT TOWER, TEREX/AMIDA AL 4000 WITH (4) 500 WATT LIGHTS WITH 10KW POWER UNIT TO 13.5 HP	8	HOUR			50.00	\$400.00	0.00	\$0.00
ST.E	SUBTOTAL FOR EQUIPMENT (ITEMS E.1 - E.18)					\$15,920.00		\$0.00	
LABOR RATES									
L.1	PROJECT MANAGER, REGULAR TIME	8	HOUR			90.00	\$720.00	0.00	\$0.00
L.2	SUPERINTENDENT, REGULAR TIME	8	HOUR			90.00	\$720.00	0.00	\$0.00
L.3	FOREMAN, REGULAR TIME	8	HOUR			75.00	\$600.00	0.00	\$0.00
L.4	OPERATOR, REGULAR TIME	8	HOUR			65.00	\$520.00	0.00	\$0.00
L.5	PIPE LAYER, REGULAR TIME	8	HOUR			55.00	\$440.00	0.00	\$0.00
L.6	LABORER, REGULAR TIME	8	HOUR			45.00	\$360.00	0.00	\$0.00
ST.L	SUBTOTAL FOR LABOR (L.1 - L.6)					\$3,360.00		\$0.00	
M.1	ALLOWABLE MARKUP ON MATERIALS	1	LS	10%					
TOTAL BASE BID	G.1 + ST.E + ST.L					\$ 23,280.00		\$ -	

STATE OF GEORGIA

COUNTY OF FAYETTE

BILLING SERVICES AGREEMENT

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between FAYETTE COUNTY, GEORGIA, a political subdivision of the State of Georgia acting by and through its Board of Commissioners, hereinafter referred to as the "County", and the PEACHTREE CITY WATER AND SEWERAGE AUTHORITY, a Georgia public body, corporate and politic, acting by and through its Board of Directors, hereinafter referred to as the "Authority", for the purpose of the County providing billing services for the Authority, hereinafter referred to as the "Agreement".

WITNESSETH:

WHEREAS, the County and the Authority are parties to an existing billing services agreement (the "Prior Agreement"); and

WHEREAS, the County and the Authority desire to replace the Prior Agreement with this Agreement primarily to increase the billing cost per costumer as recited in the Prior Agreement from \$1.62 per customer to \$1.87 per customer ; and

WHEREAS, the County and the Authority desire to incorporate all other rights and responsibilities provided in the Prior Agreement.

NOW, THEREFORE, FOR AND IN CONSIDERATION of the mutual promises contained herein, the receipt and sufficiency of which are hereby acknowledged by the County and the Authority, the County and the Authority hereby agree as follows:

1.

The Authority has previously provided the County a complete list of all active sewer customers of the Authority. The Authority will supplement the list on a monthly' basis with any additions or deletions. The Authority is responsible for the accuracy of the billing list. The Authority will provide the County with the Authority's current sewer billing rates to be applied to the monthly water usage by the Authority's sewer customers.



2.

The County will supply the Authority with monthly reports concerning the Authority's sewer customers. The monthly reports will include: the sewerage accounts receivable; the monthly sewerage adjustments; the monthly list of sewerage bad debts; the activity summary; the billing register; and the monthly remittance summary. The County will provide, when possible, additional reports requested by the Authority at a cost agreed upon between the County and the Authority.

3.

The County shall bill the Authority's sewer customers identified by the Authority's list of sewer customers monthly based upon the Authority-supplied sewer rates applied to the water usage. The County will collect the funds due the Authority, including any additional service charges due the Authority, and will remit those funds to the Authority, less the County's charge for the billing services as provided in paragraph 5 of this Agreement, by the 20<sup>th</sup> of the following month,

4.

The Authority will notify the County of any adjustment made to an account in writing. When an account becomes 10 days past due, the account will be dropped from the County's billing list and referred to the Authority for billing and collection of the account by the Authority.

5.

The County will provide the monthly billing services and reports identified in paragraph 2 above, at the county approved billing cost per customer per month. Any equipment or computer program changes required to service the Authority's sewer customers shall be paid by the Authority, after first being approved by the Authority. Both parties agree that these rates are subject to change from time to time as determined by the Fayette County Board of Commissioners and approved by the Authority,

6.

This Agreement shall continue in effect for two (2) years from the date first above written. Should either party desire to terminate this Agreement, written notice must be provided to the other party. A notice of termination will not be effective until 180 days subsequent to receipt of the notice by the other party. This Agreement shall automatically renew for an additional two (2)-year term unless either party provides the requisite 180-day notice of termination. The parties desire that this Agreement continually renew for additional two (2)-year terms unless and until one of the parties desires to terminate and provides the requisite 180 days notice of termination.

7,

This Agreement supersedes any and all other documents, including, but not limited to, the Prior Agreement, either oral or in writing, between the parties with respect to this subject matter. No other agreement, statement, or promise relating to the subject matter of this Agreement shall be valid or binding unless in writing and signed by the parties.

8.

The validity of this agreement and any of its terms and provisions, as well as the rights and duties of the parties under this Agreement, shall be governed by the laws of the State of Georgia.

9.

Should a court of competent jurisdiction determine that any term, provision, or part of this Agreement is invalid, unenforceable, or void for any reason whatsoever, then such invalid, unenforceable, or void term, provision, or part shall be severed from the remainder of this Agreement.

**IN WITNESS WHEREOF**, the parties have hereunto set their hands and seals the day and year  
first above written

**BOARD OF COMMISSIONERS  
OF FAYETTE COUNTY**

[SEAL]

By: \_\_\_\_\_  
Lee Hearn, Chairman

ATTEST:

\_\_\_\_\_  
Tameka P. Smith, County Clerk

Approved as to form:

\_\_\_\_\_  
County Attorney

**PEACHTREE CITY WATER AND SEWERAGE  
AUTHORITY**

[SEAL]

By: \_\_\_\_\_  
Kimberly K. Learnard, Chairman

ATTEST:

\_\_\_\_\_  
Secretary

Approved as to form:

\_\_\_\_\_  
Authority Attorney