

Peachtree City Water & Sewerage Authority
Regular Meeting
Agenda
Tuesday, March 19, 2024
8:30 a.m.

I. Pledge of Allegiance

II. Public Comment

III. Minutes

February 13, 2024 - Regular Meeting Minutes

IV. Reports

A. Authority Members

B. General Manager

V. Pump Station Fall Protection Work Authorization from ISE

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

VII. 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

February 13, 2024

The Peachtree City Water and Sewerage Authority held its monthly meeting on Tuesday, February 13, 2024, in the break room of the John W. Gronner Administrative Center. The following individuals were present: Chairman Kim Learnard, Vice-Chairman Clint Holland, Treasurer/Secretary Frank Destadio, Board Member Laura Johnson, Board Member Suzanne Brown, Ms. Sadelia Hobbs (Horne & Griffis), Mr. Dan Davis (ISE), Ms. Leslie Baer (ISE), Ms. Millie Shah (WASA), Mr. Larry McNeil (WASA), Mr. Chris Miller (Cpak Technology Solutions), Ms. Hope Larisey (ISE), and Mr. John Dufresne.

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 January 16, 2024 regular meeting minutes. Mr. Holland made a motion to approve the January 16, 2024 regular meeting minutes, seconded by Mr. Destadio. Motion carried.

There were no reports from the Authority members. Mr. Dan Davis provided a General Manager report, stating that yesterday the Authority received the largest amount of flow in history.

Ms. Brown made a motion to schedule a Work Session to discuss the Hip Pocket Road project on Tuesday, March 19, 2024 at 10:00 am, seconded by Ms. Johnson. Ms. Learnard recused herself. Motion carried.

Ms. Larisey discussed the 2024 Long-Term Monitoring Work Authorization from ISE. Ms. Larisey stated the Authority's NPDES permit requires a Watershed Protection Plan including long-term monitoring every year, with biological sampling twice every five years. Mr. Destadio asked if biological sampling was required this year. Ms. Larisey confirmed that yes, biological sampling is required in 2024. Mr. Holland asked regarding hardness included with heavy metals. Ms. Larisey stated testing is performed for dissolved metals which is hardness dependent, which is completed by a certified lab. Ms. Johnson made a motion to approve the 2024 Long-Term Monitoring Work Authorization from ISE, seconded by Mr. Holland. Motion carried.

Mr. McNeil discussed the Pump Station #2 rehabilitation project located on Dividend Drive. The quote attached includes provision of a third pump in the station and the pipe to connect it to the system. Mr. McNeil stated the quote is under the budgeted CIP amount. This pump will be added as a no failure back up. Ms. Johnson made a motion to approve the Pump Station #2 rehabilitation project quote, seconded by Mr. Holland. Motion carried.

Ms. Hobbs stated Executive Session was advertised but the issue resolved itself and Executive Session was not needed.

Ms. Learnard asked for a motion to adjourn. The motion was made by Mr. Holland and seconded by Ms. Johnson. Motion carried. The meeting was adjourned at 8:38 am.

Chairman – Kim Learnard

Vice Chairman – Clint Holland

To: Larry McNeil
Company: Peachtree City Water & Sewerage Authority
Address: 1127 Highway 74 South
Peachtree City, GA 30269

Date: February 19, 2024
From: Cary Dial, P.E.
Copy to: file
L.H. (Dan) Davis, Jr., P.E.

Project: Pump Station Fall Protection

Background Information:

The Peachtree City Water & Sewerage Authority (PCWASA) operates and maintains 38 sewage pump stations. Maintaining each pump station requires PCWASA personnel to be around open wet wells, often 20 or more feet deep. PCWASA desires to install Personal Protective Equipment that would allow personnel working on a pump station to clip on to a self-retracting lifeline so that in the event of a fall, the employee would not fall to the bottom of the wet well and the fall forces would be arrested by the device.

This self-retracting lifeline device must be supported horizontally on each end by connecting the device to a steel column on either end. The column and cable designs must be sufficient to support the weight and falling impact of two employees.

This Work Authorization outlines the scope, schedule, and fee to prepare a typical design detail suitable for all 38 pump stations, regardless of the wet well size. The intent would be to show the concrete footing detail, column detail, and device attachment detail as a Standard Detail to be incorporated into the PCWASA standards.

Scope of Work:

Task 1 – Project Management

ISE will provide project management, including coordination and correspondence with PCWASA Staff, safety contractors, and safety equipment manufacturers.

Task 2 – Detailed Design

ISE will make the necessary site visits and structural design calculations for a complete detail that will apply to all 38 pump stations. This will include a design for the concrete footings, steel column sizing, column connection details, and device connection details to the column.

Task 3 – Standard Detail Drawing

ISE will prepare a detail to fit on a maximum of two 8½"x11" sheets that includes a table for calculating footing dimensions and column sizes for all wet wells. Unconventional pump station sites like No. 13 may require their own detail. The detail would be used for all new pump stations built in the City, either by PCWASA or Developers.

WORK AUTHORIZATION

Schedule:

ISE will begin work following the execution of this Work Authorization.

Task 1 – Project Management: Provided for the duration of the project.

Task 2 – Detailed Design: To begin upon execution of Work Authorization and be completed within six weeks.

Task 3 – Construction Detail: To be completed within two weeks of Task 2 completion.

Fee Estimate:

Task No.	Task Name	Contract Amount	Billing Type
1	Project Management	\$2,000	Lump sum
2	Detailed Design	\$6,000	Lump sum
3	Standard Detail Drawing	\$6,760	Lump sum
TOTAL		\$14,760	

All work will be performed in accordance with the attached Terms and Conditions. The fees listed contain ISE labor, subconsultants, and direct project expenses previously noted in the Scope of Work section. Additional efforts, including fees and services outside the Scope of Work detailed herein will be coordinated directly with PCWASA prior to proceeding. Additional fees will be billed hourly and in accordance with the rate schedule herein.

If this Work Authorization is acceptable, the return of this document with your signature below (Proposal Acceptance) acknowledging the Scope of Work, Fee Estimate, and Terms and Conditions will constitute our Agreement to perform these services and will be considered our Notice to Proceed.

WORK AUTHORIZATION

TERMS AND CONDITIONS

Integrated Science & Engineering, Inc. (ISE) shall perform the services outlined in this agreement for the stated fee arrangement.

Access to Site: Unless otherwise stated ISE will have reasonable access to the site for activities necessary for the performance of the services. If reasonable access is not provided and consequently ISE is denied or delayed in performing their services, the associated cost may be viewed as a reimbursable expense.

Billings/Payment: Invoices for ISE's services shall be submitted, at ISE's option, either upon completion of such services or on a monthly basis (unless noted otherwise) and are due when rendered. Invoices shall be considered "Past Due" if not paid within 30 days after the invoice date. If the invoice is not paid within 30 days, ISE may, without waiving any claim or right against the Company, and without liability whatsoever to the Company, terminate the performance of the service. Unpaid accounts shall be subject to a monthly service charge of 1.5% on the unpaid balance at the sole election of ISE.

Reimbursable Expenses: Any expenses that are required beyond those identified under professional services will be billed at the cost incurred.

Additional Services: Additional services include increase or change in scope of project, major revisions when such revisions are inconsistent with written approvals or instructions previously given, services after award of contract in evaluation of substitutions proposed by the construction contractor, and other services that are not included under professional services; provided, however, that additional services shall not be classified as reimbursable expenses and will be billed at ISE's cost incurred or normal prevailing rate. ISE will only perform additional services when authorized in writing by the Company.

Indemnification: ISE shall indemnify and hold harmless Company and all of Company's personnel from and against any claims, damages, losses and expenses (including attorney's fees) arising out of or resulting from the performance of the services, provided that any such claim, damage, loss or expense is caused by the negligent act, omission, and/or strict liability of ISE, anyone directly employed by ISE, or anyone for whose acts any of them may be liable.

Termination of Services: This agreement may be terminated by written notice by either the Company or ISE should the other fail to perform its obligations hereunder. In the event of termination, the Company shall pay ISE for all services rendered to the date of termination and all reimbursable expenses.

Ownership of Documents: All documents produced by ISE under this agreement shall remain the property of ISE and may not be used by the Company for any other endeavor without the written consent of ISE. Any unauthorized use or distribution shall be at Company's and Recipient's sole risk and without liability to ISE. Company further agrees that documents produced by ISE pursuant to this agreement will not be used at any location or for any project not expressly provided for in this agreement without ISE's written approval.

Discovery of Unanticipated Hazardous Materials: Hazardous materials may exist where there is no reason to believe they could or should be present. The Company acknowledges that ISE's scope of services for this project does not include any services related to hazardous wastes. ISE and the Company agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work or termination of services. ISE and the Company also agree that the discovery of unanticipated hazardous materials may make it necessary for ISE to take immediate measures to protect human health and safety, and/or the environment. ISE agrees to notify the Company as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. The Company encourages ISE to take any and all measures that in ISE professional opinion are justified to preserve and protect the health and safety of ISE personnel and the public, and/or the environment, and the Company agrees to compensate ISE for the additional cost of such work.

Site Operations: ISE field personnel will avoid hazards or utilities which are visible to them at the site. If ISE is advised or given data in writing that reveals the presence or potential presence of underground or overground obstructions, such as utilities, ISE will give special instructions to their field personnel. ISE will conduct the research that in its professional opinion is necessary to locate utility lines and other man-made objects that may exist beneath the site's surface. The Company recognizes that ISE's research may not identify all subsurface utility lines and man-made objects, and that the information upon which ISE relies may contain errors or may not be complete. ISE is not responsible for any damage or loss due to undisclosed or unknown surface or subsurface conditions, owned by Company or third parties. Evaluations of existing buildings require that certain assumptions be made regarding existing conditions, many of which are not able to be reviewed by reasonable visual observation. These assumptions cannot be verified without substantial cost of demolition. Where the detailed investigation of such a condition is not authorized, ISE shall not be responsible for the condition of the existing structure. The Company understands that actual field conditions may subsequently be found to vary from design assumptions which in turn may alter or increase the scope of the design and/or construction services. The Company is fully responsible for and assumes all risks associated with such conditions.

Construction Activities: Unless specifically stated otherwise, the Company and his contractor(s) are fully and solely liable for all means and methods of construction, temporary bracing and shoring, and construction site safety.

Integration: This agreement, the attached documents and those incorporated herein constitute the entire agreement between the parties and cannot be changed except by a written instrument signed by both parties.

Governing Law: Unless otherwise specified, this agreement shall be governed by the laws in the State of Georgia.

WORK AUTHORIZATION

UNIT RATES – 2024 BILLING RATES Integrated Science & Engineering, Inc.

	Rate/Hour
Sr. Principal	\$265
Principal	\$250
Sr. Project Manager	\$200
Project Manager	\$180
Project Engineer III	\$175
Project Engineer II	\$165
Project Engineer I	\$140
Engineer II	\$135
Engineer I	\$115
Sr. Environmental Scientist	\$155
Environmental Scientist	\$120
Sr. Professional Land Surveyor	\$175
Staff Surveyor	\$135
Survey Crew (1-person)	\$150
Survey Crew (2-person)	\$175
Planner	\$140
Technician III	\$130
Technician II	\$115
Technician I	\$95
Administrative	\$85

WORK AUTHORIZATION

PROPOSAL ACCEPTANCE

Description of Services	Pump Station Fall Protection
Project Name	Pump Station Fall Protection
Project Location	Peachtree City, Fayette County, Georgia
Proposal Date	February 16, 2024

FOR PAYMENT OF CHARGES

Charge Invoice to the Account of:

Firm	
Address	
City, State Zip Code	
Phone Number	
Attention	Title

FOR APPROVAL OF CHARGES (if other than above)

If the Invoice is to be mailed for approval to someone other than the account charges, please indicate where to mail the invoice in the space below.

Firm	
Address	
City, State Zip Code	
Phone Number	
Attention	Title

PROPERTY OWNER IDENTIFICATION (if other than above)

Name	
Address	
City, State Zip Code	
Phone Number	
Attention	Title

PROPOSAL ACCEPTANCE

The Terms and Conditions of this Proposal, including the Terms on this page and the Proposal contents are:

Accepted this _____ day of _____, 20____

Peachtree City Water & Sewerage Authority

Print or type individual, firm or corporate name

X

Signature of authorized representative

Print or type name of authorized representative and title