

Peachtree City Water & Sewerage Authority
Regular Meeting
Agenda
Tuesday, September 8, 2020
10:30 a.m.

I. Pledge of Allegiance

II. Public Comment

III. Minutes

August 11, 2020 - Regular Meeting Minutes

IV. Reports

A. Authority Members

B. General Manager

V. FY 2021 Budget

VI. Amend Meeting Dates

VII. Annual Services Contract

VIII. Annual Emergency Services Contract

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

X. 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 11, 2020

The Peachtree City Water and Sewerage Authority held its monthly meeting on Tuesday, August 11, 2020, in the break room and conference room of the John W. Gronner Administrative Center. The following individuals were present: Chairman Vanessa Fleisch, Vice-Chairman Mike King, Treasurer/Secretary Terry Ernst, Board Member Phil Prebor, Board Member Kevin Madden, Ms. Melissa Griffis (attorney with Horne & Griffis), Mr. Dan Davis (ISE), Ms. Leslie Baer (ISE), Ms. Millie Shah (WASA), Mr. Larry McNeil (WASA), Mr. Chris Miller (Cpak Technology Solutions), and Mr. John Dufresne. Due to the COVID-19 pandemic and Governor Brian Kemp's Executive Order the Board members were located in the break room and the public was in the Board room for proper social distancing with live video and audio being fed into each room.

Mr. King called the meeting to order at 8:00 am and began with the Pledge of Allegiance. Mr. King stated that Chairman Fleisch had not arrived yet and requested the meeting be put on hold until her arrival. The meeting was paused at 8:01 am and subsequently started again at 8:08 am upon Ms. Fleisch's arrival.

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

Ms. Fleisch asked for a motion to approve the July 7, 2020 regular meeting minutes. Mr. King made the motion, seconded by Mr. Madden. Motion carried.

There were no reports from the Authority members. As a General Manager report, Mr. Dan Davis stated a new employee started, Mr. Jonathan King, filling an open position in the Collections Department.

Ms. Shah discussed the Quarterly Financial Update. Ms. Shah stated the Authority has \$8M in cash as of June 30th, with \$2.7M restricted for debt, \$2.7M restricted for capital for four years, and \$2.6M for day-to-day operations which is 47% of next year's operating budget. Ms. Shah stated most of the cash is in the Georgia Fund 1 (secure fund), and interest income has decreased. Ms. Shah stated Covid-19 has affected billed revenue for the months of May, June, and July, with \$64,000 less commercial revenue. However, this reduction is offset by an increase in residential revenue of \$43,000, resulting in a net reduction of revenue of \$20,000. Ms. Shah stated collections is \$76,000 less than last year – people are paying bills, but they are paying them late. Fayette County Water was not charging penalties or interests for three months. Ms. Shah stated as of June 30th, the Authority is at 76% of revenue, and will meet the budget at the end of the year. The Authority is at target from a revenue standpoint, and below budget on expenses in every department (for example Admin Services is 63% versus 75% budgeted with most of the savings in professional services, Collection is 69% versus 75%). Chemical cost savings (\$185,000) was reallocated to replacing much needed pumps. Support services is at 69% versus 75%, and these savings reallocated to reorganizing the shop, purchase needed shop equipment, and necessary vehicle maintenance. The plants are at 77% which is slightly higher than budget due to replacing bulbs, needed maintenance, and replacing pumps from a lightning strike (an insurance claim was submitted for the lightning strike and a \$60,000 reimbursement is expected). Mr. Prebor asked Ms. Shah to provide this data to the Board members. Ms. Shah stated the Authority will meet the budget and net income should be \$500,000 to \$700,000. Ms. Shah stated overall the Authority has recognized a lot of savings and not seen a significant impact from Covid-19 that would require an adjustment to the FY2020 or FY2021 budgets. Ms. Fleisch asked if the payroll tax program will affect the Authority. Ms. Shah stated the program delays taxes, and the payroll program will adjust the payment. Ms. Fleisch asked what the rate of interest is on Authority loans since the rate of borrowing has reduced. Ms. Shah stated she can complete an analysis of debt. After the first bond is paid off (\$4.7M remaining), the Authority can get a GEFA loan. Mr. Dan Davis stated some

industries are closed. Ms. Shah stated the closed industries are planned to reopen January 1, but their closure represents the reduction in commercial revenue.

Ms. Shah discussed the FY2021 Budget. Mr. Prebor stated he requested a copy of the detailed budget on Thursday night, but did not receive a copy. Mr. Dan Davis stated he would provide a detailed budget copy to Mr. Prebor. Ms. Griffis stated the Board is not taking any action on the budget today, and it will be on next month's agenda as well. Mr. King stated the General Manager was on vacation last week. Ms. Shah stated the budget performance for 2020 will meet the revenue projection and expect to save \$563,000 on expenses (for example: materials, supplies, chemicals, professional services, HVAC maintenance, trash service, etc.). The team has reviewed and evaluated existing contracts to reduce expenses. Ms. Shah discussed the FY2021 budget, stating it includes an increase in revenue of \$280,000 due to residential growth, with a decrease of \$112,000 in other fees due to a reduction in commercial tap fees (overall a projected \$168,000 increase in revenue for 2021). Ms. Shah stated she will reevaluate revenue after the first quarter and adjust to balance the budget. Ms. Shah stated the budget has an increase in salaries and benefits, including the addition of a Collections Department employee (budgeted only, will come back to the Board if needed), a Cost of Living increase (as of October 1), healthcare cost increase of 15%, and inclusion of second part-time position that has been hard to fill. Ms. Shah stated the budget for materials, supplies, and services has decreased by \$162,000 (majority in professional services), equipment has increased by \$50,000, increase operating supplies by \$90,000, and sludge cost has increased by 15% (new rate provided by vendor in January/February). Ms. Shah discussed debt services, stating an interest payment is due in September, and a principal payment in March 2021. Debt service for next year is \$2.7M with one last payment in 2022 on the series B bond. Ms. Shah discussed the capital projects for 2021 at \$1.2M. Mr. Prebor asked if some of the cost shown are maintenance and not capital costs. Ms. Shah stated they have evaluated previous expenses to determine if they are capital versus maintenance costs. Ms. Shah stated the 7-year capital projects will be evaluated and adjusted every year by Mr. Dan Davis, Mr. McNeil and the team based on the Authority's needs. Mr. Dan Davis stated in 2023-24 the team will begin looking at the solids handling issue, and the sewer on Huddleston is planned for 2027.

Mr. King discussed the Property Committee Report, stating the Authority has been approached by the City and the County to purchase a portion of the Authority's land.

Ms. Fleisch asked for a motion to adjourn into Executive Session for the purpose of Real Estate and Potential Litigation. The motion was made by Mr. King and seconded by Mr. Ernst. Motion carried. The meeting was adjourned into Executive Session at 8:43 am.

The meeting was reconvened at 9:43 am.

Ms. Fleisch asked for a motion to adjourn. The motion was made by Mr. Ernst and seconded by Mr. Madden. Motion carried. The meeting was adjourned at 9:43 am.

Chairman - Vanessa Fleisch

Treasurer/Secretary - Terry Ernst

Annual Operating & Capital Budget Fiscal Year 2021

Submitted by:

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

Larry McNeil, Deputy General Manager

Prepared by: Millie Shah, Controller

FY2021 OPERATING

| | FY2019 Actual | FY2020 Budget | FY2020 Projected | Variance (under)/Over | FY2021 Budget | \$ Change PY | % Change PY |
|---|------------------|---------------|---------------------|--------------------------|------------------|--------------|----------------|
| Revenues - Rate | 9,123,446 | 8,854,355 | 9,064,725 | 210,370 | 9,135,000 | \$280,645 | 0.8% |
| Revenues - Fee | 909,953 | 930,857 | 736,011 | (194,846) | 818,500 | (\$112,357) | 11.2% |
| Operating Fund Revenues | 10,033,399 | 9,785,212 | 9,800,736 | 15,524 | 9,953,500 | \$168,288 | 1.6% |
| Salaries, Wages, & Benefits | 2,240,745 | 2,576,306 | 2,362,727 | 213,579 | 2,873,986 | \$297,679 | 21.6% |
| Materials, Supplies, & Services | 2,941,288 | 3,105,720 | 2,755,375 | 350,345 | 2,943,321 | (\$162,399) | 6.8% |
| Operation Expenditures* | 5,182,033 | 5,682,026 | 5,118,102 | 563,925 | 5,817,307 | \$135,280 | 13.7% |
| Operating Surplus (Deficit) | 4,851,366 | 4,103,186 | 4,682,634 | 579,448 | 4,136,193 | \$33,008 | -11.7% |
| Other Income (Expense) | 45,307 | 0 | 26,510 | 0 | 0 | 0 | -100.0% |
| Total Surplus (Deficit) | 4,896,673 | 4,103,186 | 4,709,144 | 579,448 | 4,136,193 | \$33,008 | -12.17% |
| FY2021 CAPITAL SPENDING & DEBT SERVICE | | | | | | | |
| Debt Service Payment | 2,748,878 | 2,747,677 | 2,747,677 | 0 | 2,744,698 | (2,979) | -0.11% |
| Renewal & Extension | 42,217 | 350,000 | 350,000 | 0 | 350,000 | 0 | 0.00% |
| Capital & Project | 192,126 | 626,000 | 433,425 | 192,575 | 1,232,000 | 606,000 | 184.25% |
| Sub-Total | 2,983,221 | 3,723,677 | 3,531,102 | 192,575 | 4,326,698 | 603,021 | 22.53% |
| Use of Reserve fund for Capital Projects | | | | | 400,000 | 400,000 | |
| | 1,913,452 | 379,509 | 1,178,042 | 772,023 | 209,496 | (170,013) | |

| Fiscal Year | 2013A Series | | | 2013B Series | | | Grand Totals | | |
|----------------|--------------|---------------|--------------|--------------|--------------|--------------|---------------|--------------|---------------|
| | Principal | Interest | Total | Principal | Interest | Total | Principal | Interest | Total |
| 2021 | | \$ 300,000.00 | 300,000.00 | 2,345,000.00 | \$ 99,697.75 | 2,444,697.75 | 2,345,000.00 | 399,697.75 | 2,744,697.75 |
| 2022 | | \$ 300,000.00 | 300,000.00 | 2,405,000.00 | \$ 44,787.25 | 2,449,787.25 | 2,405,000.00 | 344,787.25 | 2,749,787.25 |
| | | 600,000.00 | 600,000.00 | 4,750,000.00 | 144,485.00 | 4,894,485.00 | 4,750,000.00 | 744,485.00 | 5,494,485.00 |
| 2023 | 1,900,000.00 | \$ 268,000.00 | 2,168,000.00 | 565,000.00 | 7,542.75 | 572,542.75 | 2,465,000.00 | 275,542.75 | 2,740,542.75 |
| 2024 | 1,385,000.00 | \$ 208,300.00 | 1,593,300.00 | | | | 1,385,000.00 | 208,300.00 | 1,593,300.00 |
| 2025 | 1,440,000.00 | \$ 151,800.00 | 1,591,800.00 | | | | 1,440,000.00 | 151,800.00 | 1,591,800.00 |
| 2026 | 1,505,000.00 | \$ 92,900.00 | 1,597,900.00 | | | | 1,505,000.00 | 92,900.00 | 1,597,900.00 |
| 2027 | 1,570,000.00 | \$ 31,400.00 | 1,601,400.00 | | | | 1,570,000.00 | 31,400.00 | 1,601,400.00 |
| | 7,800,000.00 | 752,400.00 | 8,552,400.00 | 565,000.00 | 7,542.75 | 572,542.75 | 8,365,000.00 | 759,942.75 | 9,124,942.75 |
| Total | 7,800,000.00 | 1,352,400.00 | 9,152,400.00 | 5,315,000.00 | 152,027.75 | 5,467,027.75 | 13,115,000.00 | 1,504,427.75 | 14,619,427.75 |

| 7-year Capital Improvement Plan | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|--|-----------|---------|---------|-----------|-----------|-----------|------------|
| <i>COLLECTIONS</i> | | | | | | | |
| Lift Station SCADA Turnkey | 400,000 | | | | | | |
| Redo Grating over wet well | 40,000 | | | | | | |
| Replace station control panel | | | | | | | |
| Purchase Shoring Jacks | 8,000 | | | | | | |
| Purchase small flush truck | | 135,000 | | | | | |
| Sewer Huddleston | | | | | | | 871,000 |
| <i>ROCKWAY</i> | | | | | | | |
| Install toe board on basins | 30,000 | | | | | | |
| Replace PLC for filters | 40,000 | | | | | | |
| Replace VFDs | 35,000 | | | | | | |
| Move Electrical/Redo Insulation | 30,000 | | | | | | |
| Replace current SCADA | | 100,000 | | | | | |
| Add new maintenance facility | | | | | | | |
| Replace current polymer system | | 10,000 | | | | | |
| Replace Basin Decant Valves | | 35,000 | | | | | |
| Erect new Storage bldg. | | 60,000 | | | | | |
| Begin work solids transfer from LC to RW | | | 600,000 | | | | |
| Complete the Solids Handling Project | | | | 2,400,000 | | | |
| Leachate Seal | 260,000 | | | | | | |
| Add Additional filter at Rockaway | | | | | | 1,600,000 | |
| <i>TURNER</i> | | | | | | | |
| Replace failing actuators | 15,000 | | | | | | |
| Replace PLC for filters | 40,000 | | | | | | |
| Replace VFDs | 35,000 | | | | | | |
| Complete 25K of Sidewalk work | 25,000 | | | | | | |
| Investigate pond naturalization | | | | | | | |
| Replace current SCADA | | 100,000 | | | | | |
| Replace floor / Paint Interior of Bldg. | | 20,000 | | | | | |
| Replace current polymer system | | 10,000 | | | | | |
| Install New UV units At LBT | | | | 1,000,000 | | | |
| Rework the LBT Headwork | | | | | 1,800,000 | | |
| <i>IT</i> | | | | | | | |
| IT Capital Equipment | 90,000 | | | | | | |
| GIS / CONTINGENCY | 184,000 | | | | | | |
| <i>FLEET/MAINTENANCE</i> | | | | | | | |
| TRUCKS- COLLECTION | | 60,000 | | | | | |
| DUMP TRUCKS | | | | | | | |
| TOTAL PROJECT COSTS | 1,232,000 | 530,000 | 600,000 | 3,400,000 | 1,800,000 | 1,600,000 | 871,000 |
| | | | | | | | 10,033,000 |

Peachtree City Water and Sewerage Authority
1127 Hwy. 74, South
Peachtree City, GA 30269

Meeting Dates at 8:00 a.m.

October 20, 2020

November 17, 2020

December 15, 2020

January 19, 2021

February 9, 2021

March 16, 2021

April 20, 2021

May 18, 2021

June 15, 2021

July 20, 2021

August 17, 2021

September 21, 2021



Board Action Item

BOARD MEETING DATE: September 8, 2020

SUBMITTED BY: L.H. (Dan) Davis, Jr., P.E., General Manager

SUBJECT: Award of Bid – Annual Services Contract

BACKGROUND:

The Peachtree City Water and Sewerage Authority implemented an Annual Services Contract in 2011. The purpose of the Annual Services Contract is to have contractor provided services and support to maintain, repair, and modify the sewer collection system and wastewater treatment operations which are beyond the capabilities of PCWASA repair and maintenance crews.

The Annual Services Contract is a unit priced contract that reflects 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 type of 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. In the event the Authority has a project that is within the scope of the Annual Services Contract and materials and equipment are not included in the bid schedule, the Authority may ask the Annual Services Contractor for a quote. 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 typically 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 multiple contractors were contacted. Only two (2) contractors submitted bids as shown in the attached bid tabulation. PCWASA has reviewed the bids received at 2:00 P.M., local time, on Friday, August 28, 2020, for the above-referenced project. 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. | \$153,698.75 |
| 2 | RDJE, Inc. | \$261,259.68 |

All bidders were considered qualified and had attended the pre-bid meeting. All were considered responsive and responsible. After initial review of the bids, the low bid amount of \$153,698.75 was submitted by Crawford Grading and Pipeline, Inc. of Luthersville, Georgia.

As part of due diligence, staff reviewed three items from each bidder. Each bidder was required to submit their Georgia Utility Contractor License Number, a Bid Form, and a list of all public works projects performed in the last three years. Review was as follows:

ACCURACY OF BID FORM:

A bid tab was prepared for the two bidders (attached) to verify bid amounts provided were summed correctly. The inaccuracy was highlighted in yellow.

Utility Contractors License

Crawford Grading and Pipeline, Inc. provided a Utility Contractor License Number of UC300426. This number was confirmed active with Georgia Secretary of State website.

RECCOMENDATION:

Staff recommends the board award the contract to the lowest bidder Crawford Grading & Pipeline, Inc. in the amount of \$153,698.75 and authorize the General Manager to execute the contract.

BOARD ACTION TAKEN:

Motion by: _____

Y Approved

N Disapprove

Seconded by: _____

BID Tabulation for Peachtree City Water & Sewerage Authority Annual Services Contract

| BASE BID | | | | | | CRAWFORD GRADING & PIPELINE, INC | | RDJE, INC | |
|--|---|--------------------|-----------------|----------------------|------------------|----------------------------------|------------------|----------------------|------------------|
| 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 | | | | | | | | | |
| ES.1 | PERMANENT (DS3) OR TEMPORARY (DS2) GRASSING WITH SOIL PREPARATION, FERTILIZER AND STRAW MULCH (REQUIRED DAILY UNLESS OTHERWISE APPROVED BY THE AUTHORITY) | 1 | ACRE | | | 3,000.00 | \$3,000.00 | 2,500.00 | \$2,500.00 |
| ES.2 | TEMPORARY SILT FENCING - TYPE A (SD1-A) INCLUDING MAINTENANCE | 100 | LF | | | 2.50 | \$250.00 | 3.50 | \$350.00 |
| ES.3 | TEMPORARY SILT FENCING - TYPE C (SD1-C) INCLUDING MAINTENANCE | 50 | LF | | | 4.00 | \$200.00 | 7.25 | \$362.50 |
| ES.4 | REMOVAL OF SILT FENCE - TYPE A | 100 | LF | | | 1.00 | \$100.00 | 2.00 | \$200.00 |
| ES.5 | REMOVAL OF SILT FENCE - TYPE C | 50 | LF | | | 2.00 | \$100.00 | 4.50 | \$225.00 |
| ES.6 | HAY BALE CHECK DAM (SD1-HB) | 2 | EACH | | | 125.00 | \$250.00 | 400.00 | \$800.00 |
| EARTHWORK & CLEARING | | | | | | | | | |
| EC.1 | CLEARING FOR SEWER LINES, NON-FLOODPLAIN AREAS (PRICE INCLUDES DISPOSAL, CHIPPING, SHREDDING AND/OR HAULING OF DEBRIS) | 1 | ACRE | | | 8,000.00 | \$8,000.00 | 9,000.00 | \$9,000.00 |
| EC.2 | CONSTRUCTION EXITS (CO) - 20' x 50' | 1 | EACH | | | 2,000.00 | \$2,000.00 | 3,000.00 | \$3,000.00 |
| REMOVAL & REPLACEMENT PAVING | | | | | | | | | |
| RR.1 | HOT MIX ASPHALT PAVEMENT REPAIR (PCWASA DETAIL 110) | 20 | SY | | | 170.00 | \$3,400.00 | 325.00 | \$6,500.00 |
| RR.2 | CONCRETE DRIVEWAY & SIDEWALK REPLACEMENT (4" TO 6" DEPTH) | 10 | SY | | | 200.00 | \$2,000.00 | 205.00 | \$2,050.00 |
| FORCE MAIN SEWER LINES | | | | | | | | | |
| FM.1 | 6" CLASS 350 DIP TO NORMAL DEPTH W/ 4' COVER - (PCWSA DETAIL 111, CLASS "B" BEDDING) | 100 | LF | | | 55.00 | \$5,500.00 | 65.00 | \$6,500.00 |
| FM.2 | 4" CLASS 350 DIP TO NORMAL DEPTH W/ 4' COVER - (PCWSA DETAIL 111, CLASS "B" BEDDING) | 100 | LF | | | 60.00 | \$6,000.00 | 60.00 | \$6,000.00 |
| FM.3 | 6" DR11 D.I.P.S. HDPE TO NORMAL DEPTH W/ 4' COVER - (PCWSA DETAIL 111, CLASS "B" BEDDING) | 100 | LF | | | 55.00 | \$5,500.00 | 45.00 | \$4,500.00 |
| FM.4 | 4" DR11 D.I.P.S. HDPE TO NORMAL DEPTH W/ 4' COVER - (PCWSA DETAIL 111, CLASS "B" BEDDING) | 100 | LF | | | 55.00 | \$5,500.00 | 40.00 | \$4,000.00 |
| MANHOLE INSTALLATION | | | | | | | | | |
| MH.1 | STANDARD 4' DIAMETER MANHOLE INCLUDING BASE, RISER, CONE & STANDARD FRAME & COVER (PCWSA DETAIL 101) | 6 | VF | | | 400.00 | \$2,400.00 | 825.00 | \$4,950.00 |
| MH.2 | STANDARD 4' DIAMETER "DOGHOUSE" MANHOLE INSTALLED OVER EXISTING SEWER INCLUDING BASE, INVERT, RISER, CONE & STANDARD FRAME & COVER (PCWSA DETAIL 101) | 6 | VF | | | 500.00 | \$3,000.00 | 1,625.00 | \$9,750.00 |
| MH.3 | CORE EXISTING MANHOLE, 0-12" DIAMETER HOLE | 1 | EACH | | | 1,500.00 | \$1,500.00 | 6,000.00 | \$6,000.00 |
| MH.4 | STANDARD MANHOLE INVERT, 4' MANHOLE (PCWSA DETAIL 104) | 1 | EACH | | | 750.00 | \$750.00 | 800.00 | \$800.00 |
| SEWER SERVICE LATERAL CONNECTION & LINE | | | | | | | | | |
| SLC.1 | 6" SEWER SERVICE LATERAL (SDR-26 PVC), FITTINGS, CONC. ENCASEMENT & CLEANOUT (PCWSA DETAIL 105) | 8 | EACH | | | 1,500.00 | \$12,000.00 | 1,300.00 | \$10,400.00 |
| SANITARY GRAVITY SEWER LINES (PCWSA DETAIL 111) | | | | | | | | | |
| SS.1 | 8" - CUT 0' TO 3.0' (DIP) | 100 | LF | | | 65.00 | \$6,500.00 | 65.00 | \$6,500.00 |
| SS.2 | 8" - CUT 3.1' TO 8.0' | 100 | LF | | | 55.00 | \$5,500.00 | 45.00 | \$4,500.00 |
| SS.3 | 8" - CUT 8.1' TO 14.0' | 100 | LF | | | 65.00 | \$6,500.00 | 115.00 | \$11,500.00 |
| SS.4 | 8" - CUT 14.1' TO 20.0' (D.I.P.) | 100 | LF | | | 85.00 | \$8,500.00 | 190.00 | \$19,000.00 |
| SS.5 | 10" - CUT 0' TO 3.0' (DIP) | 100 | LF | | | 70.00 | \$7,000.00 | 80.00 | \$8,000.00 |
| SS.6 | 10" - CUT 3.1' TO 8.0' | 100 | LF | | | 60.00 | \$6,000.00 | 50.00 | \$5,000.00 |
| SS.7 | 10" - CUT 8.1' TO 14.0' | 100 | LF | | | 70.00 | \$7,000.00 | 125.00 | \$12,500.00 |
| SS.8 | 10" - CUT 14.1' TO 20.0' (D.I.P.) | 100 | LF | | | 90.00 | \$9,000.00 | 200.00 | \$20,000.00 |
| SS.9 | 12" - CUT 8.0' TO 14.0' | 100 | LF | | | 75.00 | \$7,500.00 | 350.00 | \$35,000.00 |
| SS.10 | 12" - CUT 14.1' TO 20.0' (D.I.P.) | 100 | LF | | | 95.00 | \$9,500.00 | 425.00 | \$42,500.00 |
| PIPE BURSTING | | | | | | | | | |
| PB.1 | 8" PIPE BURSTING ALL DEPTHS | 100 | LF | | | 75.00 | \$7,500.00 | 60.00 | \$6,000.00 |
| PB.2 | 10" PIPE BURSTING ALL DEPTHS | 100 | LF | | | 80.00 | \$8,000.00 | 65.00 | \$6,500.00 |
| TRAFFIC CONTROL | | | | | | | | | |
| TC.1 | TRAFFIC CONTROL DURING CONSTRUCTION | 8 | HOUR | | | 0.00 | \$0.00 | 0.00 | \$0.00 |
| SUBTOTAL FOR ITEMS (ES.1 - TC.6) | | | | | | \$149,950.00 | | \$254,887.50 | |
| AF.1 | INITIAL ADMINISTRATIVE FEE (BONDS, CONTRACT EXECUTION) (SUBTOTAL x 0.025) | 1 | LS | 2.5% | | \$3,748.75 | | \$6,372.18 | |
| TOTAL BASE BID | | | | | | \$ 153,698.75 | | \$ 261,259.68 | |

On the Basis of Bid document Line SLC.1 was not calculated correctly. The extended amount was listed as \$1,300 instead of \$10,400.00. However the Total Base Bid is accurate on the Basis of Bid Document in the amount of \$261,259.68



Board Action Item

BOARD MEETING DATE: September 8, 2020

SUBMITTED BY: L.H. (Dan) Davis, Jr., P.E., General Manager

SUBJECT: Award of Bid – Emergency Services Contract

BACKGROUND:

The Peachtree City Water and Sewerage Authority implemented an Emergency Services Contract in 2011. The purpose of the Emergency Services Contract is to have contractor provided services and support to maintain, repair, and modify the sewer collection system and wastewater treatment operations which are beyond the capabilities of PCWASA repair and maintenance crews to assist the Authority in recovery efforts in the event of an emergency.

The Emergency Services Contract is a unit priced contract that reflects 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 type of 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. In the event the Authority has a project that is within the scope of the Emergency Services Contract and materials and equipment are not included in the bid schedule, the Authority may ask the Emergency Services Contractor for a quote. The pre-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 typically 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 multiple contractors were contacted. Only two (2) contractors submitted bids as shown in the attached bid tabulation. PCWASA has reviewed the bids received at 2:10 P.M., local time, on Friday, August 28, 2020, for the above-referenced project. 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. | \$24,720.00 |
| 2 | RDJE, Inc. | \$26,960.00 |

All bidders were considered qualified and had attended the pre-bid meeting. All were considered responsive and responsible. After initial review of the bids, the low bid amount of \$24,720.00 was submitted by Crawford Grading and Pipeline, Inc. of Luthersville, Georgia.

As part of due diligence, staff reviewed three items from each bidder. Each bidder was required to submit their Georgia Utility Contractor License Number, a Bid Form and a list of all public works projects performed in the last three years.
Review was as follows:

ACCURACY OF BID FORM:

A bid tab was prepared for the two bidders (attached) to verify bid amounts provided were summed correctly.

Utility Contractors License

Crawford Grading and Pipeline, Inc. provided a Utility Contractor License Number of UC300426. This number was confirmed active with Georgia Secretary of State website.

RECCOMENDATION:

Staff recommends the board award the contract to the lowest bidder Crawford Grading & Pipeline, Inc. in the amount of \$24,720.00 and authorize the General Manager to execute the contract.

BOARD ACTION TAKEN:

Motion by: _____

Y Approved

N Disapprove

Seconded by: _____

BID Tabulation for Peachtree City Water & Sewerage Authority Emergency Services Contract 2021

| BASE BID | | | | | | CRAWFORD GRADING & PIPELINE, INC | | RDJE, 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 | 10,000.00 | \$10,000.00 |
| EQUIPMENT RATES | | | | | | | | | |
| E.1 | 8011, AIR COMPRESSOR, AIR DELIVERY 103 CFM TO 30 HP | 8 | HOUR | | | 60.00 | \$480.00 | 45.00 | \$360.00 |
| E.2 | 8051, BOARD, MESSAGE TO 5 HP | 8 | HOUR | | | 150.00 | \$1,200.00 | 48.00 | \$384.00 |
| E.3 | 8220, COMPACTOR TO 10 HP (WALK BEHIND) | 8 | HOUR | | | 85.00 | \$680.00 | 70.00 | \$560.00 |
| E.4 | 8252, DOZER, CRAWLER TO 160 HP | 8 | HOUR | | | 160.00 | \$1,280.00 | 125.00 | \$1,000.00 |
| E.5 | 8280 EXCAVATOR, (MINI) HYDRAULIC 0.5 C.Y. BUCKET TO 45 HP | 8 | HOUR | | | 90.00 | \$720.00 | 160.00 | \$1,280.00 |
| E.6 | 8283 EXCAVATOR, HYDRAULIC 2.5 C.Y. BUCKET TO 265 HP | 8 | HOUR | | | 160.00 | \$1,280.00 | 305.00 | \$2,440.00 |
| E.7 | 8312, GENERATOR, PRIME OUTPUT 43 KW TO 65 HP | 8 | HOUR | | | 120.00 | \$960.00 | 25.00 | \$200.00 |
| E.8 | 8393, LOADER, WHEEL BUCKET CAPACITY, 3 C.Y. TO 152 HP | 8 | HOUR | | | 160.00 | \$1,280.00 | 139.00 | \$1,112.00 |
| E.9 | 8411, MIXER, CONCRETE PORTABLE BATCHING CAPACITY, 12 CFT, 11 HP | 8 | HOUR | | | 100.00 | \$800.00 | 87.00 | \$696.00 |
| E.10 | 8479, PUMP, TO 200 HP, HOSES INCLUDED | 8 | HOUR | | | 260.00 | \$2,080.00 | 93.00 | \$744.00 |
| E.11 | 8518, JACKHAMMER (WET), WEIGHT CLASS 30-55 LBS | 8 | HOUR | | | 125.00 | \$1,000.00 | 21.00 | \$168.00 |
| E.12 | 8542, LOADER, SKID-STEER, OPERATING CAPACITY 3000 LBS TO 85 HP | 8 | HOUR | | | 110.00 | \$880.00 | 64.00 | \$512.00 |
| E.13 | 8602, TRAILER, EQUIPMENT 60 TON CAPACITY (LOW BOY) | 8 | HOUR | | | 160.00 | \$1,280.00 | 72.00 | \$576.00 |
| E.14 | 8654, GME 8-SERIES TRENCHBOX | 8 | HOUR | | | 150.00 | \$1,200.00 | 98.00 | \$784.00 |
| E.15 | 8722, DUMP TRUCK, STRUCK CAPACITY 12 C.Y. TO 400 HP | 8 | HOUR | | | 125.00 | \$1,000.00 | 123.00 | \$984.00 |
| E.16 | 8761, VIBRATOR, CONCRETE TO 4 HP | 8 | HOUR | | | 50.00 | \$400.00 | 20.00 | \$160.00 |
| 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 | | | 55.00 | \$440.00 | 54.00 | \$432.00 |
| 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 | 15.00 | \$120.00 |
| ST.E | SUBTOTAL FOR EQUIPMENT (ITEMS E.1 - E.18) | | | | | \$17,360.00 | | \$12,512.00 | |
| LABOR RATES | | | | | | | | | |
| L.1 | PROJECT MANAGER, REGULAR TIME | 8 | HOUR | | | 90.00 | \$720.00 | 148.00 | \$1,184.00 |
| L.2 | SUPERINTENDENT, REGULAR TIME | 8 | HOUR | | | 90.00 | \$720.00 | 157.00 | \$1,256.00 |
| L.3 | FOREMAN, REGULAR TIME | 8 | HOUR | | | 75.00 | \$600.00 | 88.00 | \$704.00 |
| L.4 | OPERATOR, REGULAR TIME | 8 | HOUR | | | 65.00 | \$520.00 | 69.00 | \$552.00 |
| L.5 | PIPE LAYER, REGULAR TIME | 8 | HOUR | | | 55.00 | \$440.00 | 51.00 | \$408.00 |
| L.6 | LABORER, REGULAR TIME | 8 | HOUR | | | 45.00 | \$360.00 | 43.00 | \$344.00 |
| ST.L | SUBTOTAL FOR LABOR (L.1 - L.6) | | | | | \$3,360.00 | | \$4,448.00 | |
| M.1 | ALLOWABLE MARKUP ON MATERIALS | 1 | LS | 10% | | | | | |
| | TOTAL BASE BID (G.1 + ST.E + ST.L) | | | | | \$ 24,720.00 | | \$ 26,960.00 | |