

Agenda

Meeting of the Commissioners of Public Works

of the City of Charleston, South Carolina, d.b.a.



Meeting Date: Wednesday, August 28, 2013

Meeting Location: 103 St. Philip Street, Charleston, S.C. 29402

9:00 a.m.

**Meeting of the Commissioners of Public Works
of the City of Charleston, South Carolina
(Charleston Water System)**

Mr. Thomas B. Pritchard, Chairman

August 28, 2013

- I. Call to Order – Mr. Pritchard**

- II. Compliance With Public Notice – Chairman Pritchard, Mr. Hill**

- III. Invocation – Mr. Cline**

- IV. Pledge of Allegiance – All present**

- V. Adjourn to Committee Meetings, followed by Commissioners Meeting**

- VI. Special Resolution Presentation – Mr. Pritchard, Mr. Koopman**

**Meeting of the Commissioners of Public Works
of the City of Charleston, South Carolina
(Charleston Water System)**

**Public Contract and Finance Committee
Mr. Thomas B. Pritchard, Committee Chairman**

August 28, 2013

I. Call to Order

II. Approval of Minutes of Committee Meeting of July 23, 2013

III. Certificate of Achievement for Excellence in Financial Reporting (CAFR Program) and the Popular Annual Financial Report (PAFR) Award for 2011 – Mr. Ropp

Mr. Ropp will inform the Board that Charleston Water System received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting (CAFR) for 2011 as well as the Popular Annual Financial Report (PAFR) Award for 2011. *(Information Only)*

IV. Amendment to the Certificate of the Chief Executive Officer for the Revenue Bond Series 2006B - Mr. Ropp

Mr. Ropp will update the Commissioners on the amendment of the Certificate of the Chief Executive Officer for the City of Charleston Waterworks & Sewer System Capital Improvement Revenue Bond Series 2006B. Due to Charleston Water System's bond upgrade to AAA by Standard & Poor's, Wells Fargo has agreed to lower their charges related to their ownership of these bonds. *(Information Only)*

V. Update on Service Line Repair Program – Ms. Harrison

Ms. Harrison will update the Board on the final selection of the optional private service line protection program for both our water and sewer customers. A presentation by Mr. Peter Buttrick of HomeServe will follow as information for the Commissioners. *(Information Only)*

VI. Adjournment

**Meeting of the Commissioners of Public Works
of the City of Charleston, South Carolina
(Charleston Water System)**

**Administrative, Personnel, and Public Relations Committee
Mr. William E. Koopman, Jr., Committee Chairman**

August 28, 2013

I. Call to Order

II. Approval of Minutes of Committee Meeting of July 23, 2013

III. Bill Inserts - Ms. Craft – Exhibit A

September 2013

Charleston Water System's *Water Wise* Customer Newsletter

October 2013

Palmetto Goodwill Industries

(Motion Requested)

IV. Community Service Initiatives – Ms. Craft

• **City of Charleston's Annual First Day Festival**

Ms. Craft will update the Board on the City of Charleston's 11th annual First Day Festival held on Sunday, August 18, 2013 at Liberty Square at the SC Aquarium and the Charleston Maritime Center. *(Information Only)*

V. Recognition of Charleston Water System from SC Chamber of Commerce – Ms. Harrison, Ms. Harrison - Exhibit B

Ms. Harrison will inform the Board that Charleston Water System was named one of the 2013 20 *Best Places to Work in South Carolina* by the SC Chamber of Commerce and the Best Companies Group for the third consecutive year. *(Information Only)*

VI. Adjournment



INTEROFFICE COMMUNICATION

Clean Water for Life

August 20, 2013

To: Commissioners and Officers
From: Jenny Craft, Public Relations Manager
Re: Bill Inserts

In accordance with Charleston Water System's approval process for bill inserts, the following bill inserts are submitted for your approval:

September 2013

Charleston Water System's *Water Wise* Customer Newsletter

October 2013

Palmetto Goodwill Industries

Should you have any questions or concerns, please feel free to contact me prior to or during our Board meeting.

Attachments

Award-Winning Drinking Water

Charleston Water System receives Partnership for Safe Water award

The Partnership for Safe Water, a voluntary program for utilities committed to treating water beyond regulatory requirements, has recognized our Hanahan Water Treatment Plant for ten years of performance excellence.

Charleston Water System has been awarded the *10 Year Directors Award* based on water quality data and a peer-reviewed self-assessment. The *Directors Award* recognizes utilities that have achieved the highest possible levels of performance assessed against stringent performance goals.

Charleston Water System is among 200 utilities nationwide that participate in the Partnership program, which focuses on optimizing surface water treatment plant performance to provide drinking water of superior quality.



Pipes in the Hanahan Water Treatment Plant's filter building. The Partnership for Safe Water program focuses on filtration effectiveness. Participating utilities strive to achieve very low turbidity (water cloudiness caused by suspended particles). Turbidity is a key indicator of filtration effectiveness and overall water quality.

Our filtered water turbidity averages 0.07 NTU, which is below the Partnership limit of 0.1 NTU. NTU stands for Nephelometric Turbidity Units.



The Partnership for Safe Water is a voluntary program for water treatment plants committed to optimizing the treatment process beyond what's required by drinking water regulations.

Support Operation Round-Up

Give the gift of clean water for less than a dollar a month

Help fight the world water crisis or provide water for a local family in need by signing up for our Operation Round-Up program.

When you sign up, we'll round up your water bill to the nearest dollar each month and donate the amount to our Good Neighbor Program or to Water Missions International, you choose which one.

To sign up, fill out the form on the back of your bill stub or call us at (843) 727-6800.

The Good Neighbor Program helps local families in need pay their water bill. The program is administered by the Charleston County Human Services Commission.
www.cchsc.com

Water Missions International is a Charleston-based nonprofit that provides sustainable safe water and sanitation solutions for people in developing countries and disaster areas.
www.watermissions.org

Thank you for your support!
Last year, Operation Round-Up raised \$27,300 for the Good Neighbor Program and \$10,600 for Water Missions International.

Water Whys

How is tap water disinfected?

Charleston Water System uses trace amounts of chlorine dioxide and chloramines, a compound formed by combining ammonia and chlorine, to protect treated water against disease-causing organisms.

Disinfection is an important part of the water treatment process. It helps protect public health by preventing the spread of water-borne illnesses.

For more information, check out our annual water quality report at www.charlestonwater.com/2012report.

We Want Your Feedback!

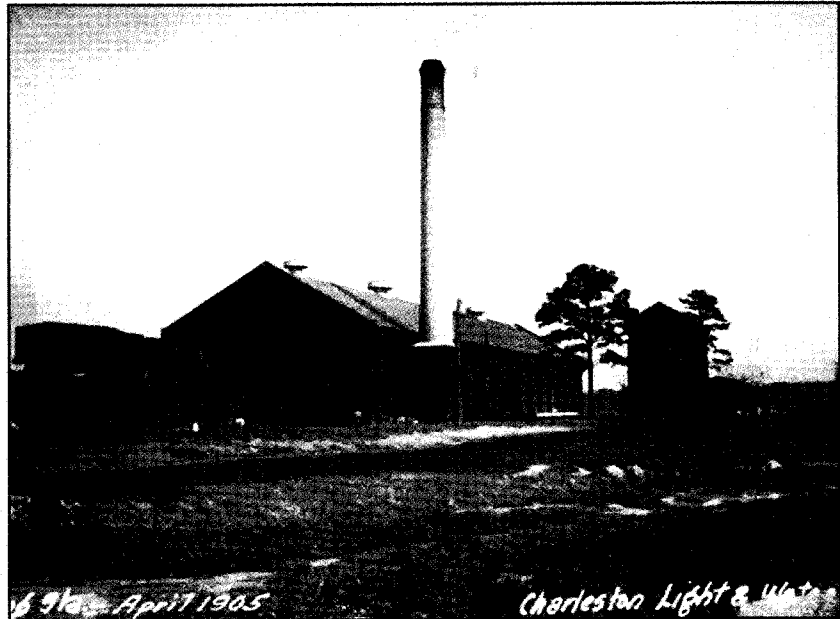
Do you have a comment or suggestion about our services? Send it to info@charlestoncpw.com or visit our web site to take a short survey. We value your feedback, and it helps us make improvements to better serve you.

Need a Speaker?

If your class or community group is interested in learning about drinking water, contact us to schedule a speaker. We can customize a talk to meet your group's needs.

info@charlestoncpw.com
(843) 727-6856

From the Archives...



The Hanahan Water Treatment Plant, originally called the *Hanahan Steam Pumping Station*, was built in 1903 by the Charleston Light and Water Company.

Charleston Water System took ownership of the plant in 1917. In the years since, modern treatment facilities have been built on the site, but the original building pictured here still stands—it now houses the plant's laboratory and administrative offices.

Five Ways to Prevent Water Waste

Want to be more water efficient—and reduce your water bill? Follow these five tips:

1. Check for leaks. If you find any, fix them. Don't forget to check toilets and outdoor spigots.
2. Replace old toilets, faucets, shower heads and other fixtures with a new, WaterSense labeled fixture.
3. Don't over-water your lawn. Irrigate in the morning to minimize water lost to evaporation.
4. Only run the dishwasher or washing machine with a full load.
5. Turn off the water when you brush your teeth.



WaterSense labeled products use 20 percent less water and perform as well or better than their less efficient counterparts.
www.epa.gov/watersense

Our Mission is to protect public health and the environment of our service community by providing clean water services of exceptional quality and value.

103 St. Philip Street, Downtown
6296 Rivers Ave, North Area

(843) 727-6800
customerservice@charlestoncpw.com

www.charlestonwater.com
 @ChasWaterSystem

Smart Moms Shop



goodwill



#SmartMomsShopGoodwill



Adorable
Jacket \$2.29

In-style
Skirt \$2.29

Smart Moms Shop Goodwill

Where everyday is tax-free shopping and prices are low. Children's clothing is just \$2.29 and shoes are only \$2.99.

At your Goodwill, you can find everything from must have styles to school uniforms. So shop smart for Back to School at Goodwill.

To find a Goodwill near you, visit PalmettoGoodwill.org



Must-have
Sandals
\$2.99



goodwill

Best Companies Group▶▶▶

1500 Paxton Street • Harrisburg, PA 17104
phone 717.909.1570 • fax 717.236.6803 • www.bestcompaniesgroup.com

August 5, 2013

Mr. John Atkinson
Director of Human Resources
Charleston Water System
103 St. Philip Street
Charleston, SC 29403

Dear Mr. Atkinson:

CONGRATULATIONS! Charleston Water System has earned the distinction of being named one of the 2013 *Best Places to Work in South Carolina*! Everyone at your company should be very proud of this accomplishment.

The rankings of the *Best Places to Work in South Carolina* will be unveiled at an awards ceremony and in a special publication. The special publication profiling the companies selected as the *Best Places to Work in South Carolina* will be published in the December issue of SC Biz News. You will receive additional information about the publication from SC Biz News.

You will receive a letter from the South Carolina Chamber of Commerce with information regarding the recognition reception and dinner set for **Thursday, October 8** at the Embassy Suites Hotel in Columbia. If you have questions regarding the event, please contact Alexa Stillwell at (803)255-2621 or alexa.stillwell@scchamber.net. This will be an event that you and your staff will not want to miss!

In addition to earning the distinction of being named one of the *Best Places to Work in South Carolina*, you will also receive the Employee Feedback Report. This in-depth report will come under separate cover from Best Companies Group and will be sent in late-September. The Employee Feedback Report is a summarized analysis of your employees' responses to the 72 multiple choice questions on the employee survey. It is rich with information that you can use to identify where you are doing well and where there are opportunities to improve. This report also includes the employee comments from the two open-ended questions on the employee survey, as well as state benchmarking data. The Employee Feedback Report is an extremely valuable part of the *Best Places to Work in South Carolina* process.

As a list-making company, your company may be interested in purchasing Best Companies Gear with the 2013 *Best Places to Work in South Carolina* logo! To find out more information, please visit www.BestCompaniesGear.com.

Thank you again for your participation. On behalf of SC Biz News, the South Carolina Chamber of Commerce and Best Companies Group, we say...**CONGRATULATIONS!**

Sincerely,



Madelon Miuccio
Program Coordinator

Best Places ⁱⁿ SC ₂₀₁₃ to WORK

2013 WINNERS

SMALL/MEDIUM EMPLOYER CATEGORY

(15-249 or more U.S. employees)

Advantage Media Group
BoomTown
C.F. Evans & Company, Inc.
DeVita & Associates, Inc.
First Reliance Bank
Geocent
Hire Dynamics LLC
Human Technologies, Inc.
Johnson Development Associates, Inc.
O'Neal, Inc.
Palmetto Citizens Federal Credit Union
RhythmLink International, LLC
Rosenfeld Einstein
A Marsh & McLennan Agency LLC Company
Scott and Company LLC
SCRA
SPARC LLC
Telogical Systems
VantagePoint Marketing
VC3, Inc.

LARGE EMPLOYER CATEGORY

(250 or more U.S. employees)

Benefitfocus
Blackbaud, Inc.
BlueCross BlueShield of South Carolina
Charleston Water System
Colonial Life
Comatrol/Sauer Danfoss
Continental Tire the Americas, LLC (CTA)
Edward Jones
Elliott Davis, LLC
Hospice Care of South Carolina
InterContinental Hotels Group (IHG)
Life Cycle Engineering
McAngus Goudelock & Courie, LLC
MWV Specialty Chemicals Division
NBSC, a division of Synovus Bank
Ob Hospitalist Group
Select Health of South Carolina, Inc.
SYNNEX Corporation
Total Quality Logistics
Vi
Womble Carlyle Sandridge & Rice, LLP

**Meeting of the Commissioners of Public Works
of the City of Charleston, South Carolina
(Charleston Water System)**

**Regulatory and Property Committee
Mr. David E. Rivers, Committee Chairman**

August 28, 2013

I. Call to Order

II. Approval of Minutes of Committee Meeting of July 23, 2013

III. Update on Harbor View Circle Properties – Mr. Hill, Mr. Fairey

Mr. Hill and Mr. Fairey will provide an update on the current status of the Harbor View Circle properties. *(Information Only)*

IV. Update on Public Notices for Sale of CWS Properties - Mr. Hill, Mr. Crawford – Exhibit C

- Blue House Tract
- Savage Road Tract

Mr. Hill and Mr. Crawford will provide an update on the public notices for sale of CWS properties. *(Information Only)*

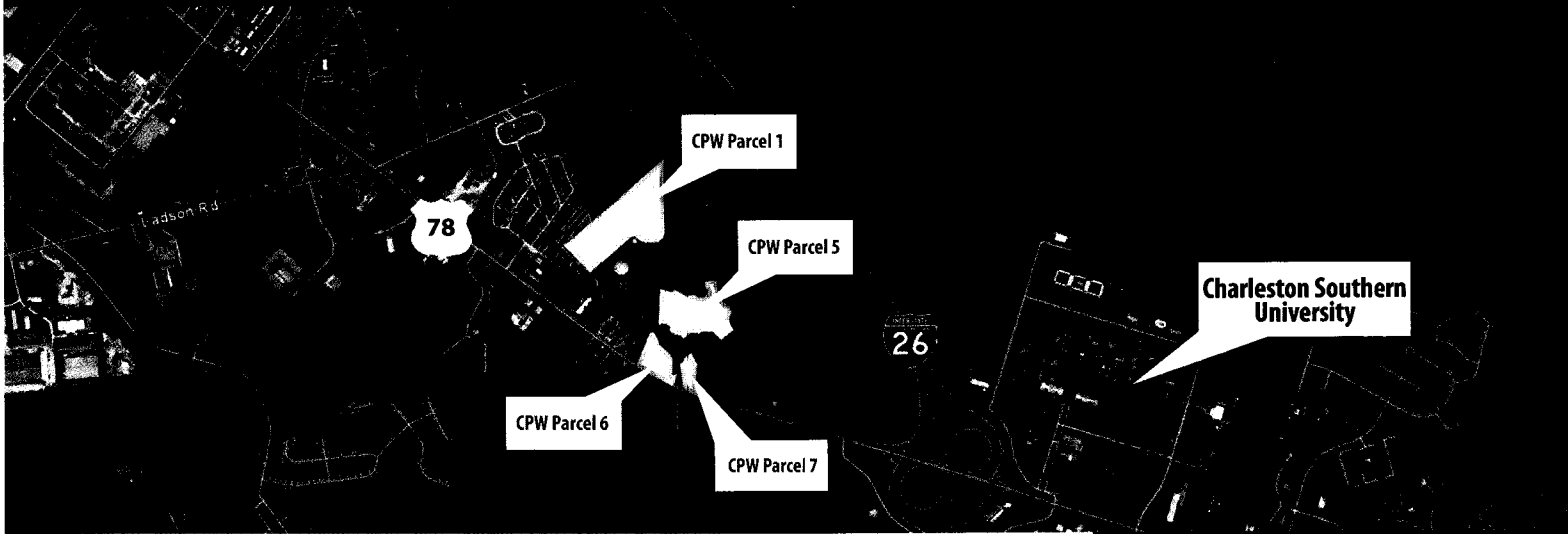
V. Update on Brown Tract and Berkeley County School District – Mr. Hill

Mr. Hill will update the Commissioners on the latest information regarding the potential sale of a portion of Charleston Water System's Brown Tract. *(Information Only)*

VI. Adjournment



Partnership. Performance



COMMERCIAL LAND FOR SALE

The Commissioners of Public Works of the City of Charleston has listed for sale multiple tracts off Highway 78 in North Charleston, South Carolina. Avison Young is representing CPW and will pay a real estate commission to licensed real estate Brokers representing a Purchaser of three (3%) percent of the total selling price. A variable commission is applied when Purchasers are not represented by a licensed real estate Broker. Complete information concerning the parcels is available from Avison Young subject to a Broker registration and confidentiality agreement. This real estate property will be sold per terms and conditions established by the owner. All properties are sold "As Is". All are portions of Charleston County Tax Map Number 487-00-00-002.

Parcel	Total Acres	Zoning	Minimum Price
Parcel 1	10.426 Acres	General Business	\$1,200,000
Parcel 5	6.439 Acres	General Business	\$2,189,000
Parcel 6	2.396 Acres	General Business	\$1,084,000
Parcel 7	0.899 Acres	General Business	\$558,000

Chris Fraser, CCIM, Principal
843.452.9425
chris.fraser@avisonyoung.com

Todd P. Garrett, CCIM, Principal
843.408.8846
todd.garrett@avisonyoung.com

CPW

**THE COMMISSIONERS
OF PUBLIC WORKS OF THE
CITY OF CHARLESTON**

**NORTH CHARLESTON,
SOUTH CAROLINA**



Notice of Sale of Public Land

LOCATION OF PROPERTY

The subject property is located at the end of N. Westchester Dr. West Ashley, off Savage Road, Charleston South Carolina.

OWNER

Commissioner of Public Works of the City of Charleston DBA Charleston Water System Deed A252 page 803

DESCRIPTION of PROPERTY

TMS 309-15-00-070

Size: 2.23 Acres

Type: Vacant Land

Zoning: LI Light Industrial

Minimum bid: \$475,000

IMPROVEMENTS

Graveled parking, fencing, no buildings.

EASEMENTS

To the best of the Charleston Water System's knowledge, all utility easements have been filed with the County of Charleston.

MINIMUM BIDS

Bids for less than the minimum will not be accepted. The Charleston Water System reserves the right to reject any and all bids; to waive technicalities or to accept such as may be determined to be in the best interest of Charleston Water System.

TITLE and CONDITION of the PROPERTY

It is the bidder's responsibility to conduct due diligence in preparation of this bid, and to research records of local jurisdiction and public agencies regarding this property. An environmental survey has not been conducted. The site is the location of a former wastewater treatment plant.

TAXES

Purchaser shall be responsible for all property taxes due for calendar year 2014 & beyond.

REAL ESTATE COMMISSIONS

The Charleston Water System will not pay any real estate commission on the sale of this property.

BIDS DUE DATE, PLACE and REQUIREMENTS

Bid opening: October 10, 2014 @ 3:00 PM

Location:

**Charleston Water System
103 St. Philip Street
Charleston, South Carolina, 29402**

Attention: Frank Crawford

Bid requirement: Cashier check for ten percent of bid.

All persons interested in the purchase of this property may contact Frank Crawford at (843) 727-6894 or at CrawfordF@charlestoncpw.com

****Note: Permission must be obtained and a release of liability form must be completed in order to have legal access to the property.***

**Meeting of the Commissioners of Public Works
of the City of Charleston, South Carolina
(Charleston Water System)**

Mr. Thomas B. Pritchard, Chairman

August 28, 2013

- I. Reconvene Commissioners' Meeting after conclusion of Committee Meetings**
- II. Approval of Minutes of Meeting of July 23, 2013**
- III. Citizens Participation/Public Comment**
- IV. Monthly Customer Service Activity and Financial Report – Ms. Ferguson, Mr. Ropp**
- V. CEO / Staff Reports**
 - A. Notice of Upcoming Report in September on the **Patient Protection and Affordable Care Act (PPACA)** – Ms. Harrison
 - B. Update on Recent Meeting with B. P. Amoco – Mr. Fairey
- VI. Reports of Standing Committees – Ms. Harrison**
 - A. Public Contract and Finance Committee Meeting of August 28, 2013
 - B. Administrative, Personnel and Public Relations Committee Meeting of August 28, 2013
 - C. Regulatory and Property Committee Meeting of August 28, 2013
- VII. Major Capital Project Requests – Mr. Cline**
 - A. Lockwood Boulevard Sewer Main Replacement Project Construction Contract – Exhibit D
 - B. Savage Road Septage Receiving Station Engineering Services Contract Amendment – Exhibit E
- VIII. Citizens Participation/Public Comment**

**Meeting of the Commissioners of Public Works
of the City of Charleston, South Carolina
(Charleston Water System)**

Mr. Thomas B. Pritchard, Chairman

August 28, 2013

IX. Executive Session

Mr. Hill may request that the Commissioners move to enter into Executive Session to discuss legal and/or contractual matters.

X. Adjournment

**INTEROFFICE COMMUNICATION**

TO: Mark Cline, P.E.
Capital Projects Officer

FROM: Russell Huggins, P.E.
Director of Engineering

DATE: August 21, 2013

RE: Lockwood Boulevard Sewer Main Replacement Project – Ashley Marina to Crosstown
Construction Contract

An existing 1960s era pile supported gravity sewer main provides the only means of wastewater service for development along Lockwood Boulevard from the Ashley Marina to the Crosstown. Closed Caption Television Video (CCTV) inspections performed on this section of gravity sewer main identified multiple areas where significant settlement has occurred between the pile supports and overburden has compressed the pipe sections at the pipe supports, resulting in partial collapses of the pipe wall and bellies in the pipe, thus severely restricting the ability of wastewater to flow by gravity. Repair and replacement options were evaluated and options involving gravity sewer were eliminated in favor of a pump station and force main due to concerns of future settling that would likely occur as a result of the poor soil conditions. At the October 2011 Commissioner's Meeting, approval was given to the engineering firm Hussey, Gay, Bell & DeYoung (HGBD) to provide design and construction administration services for the Lockwood Boulevard Sewer Main Replacement Project – Ashley Marina to Crosstown. Included in the scope of the project is construction of a pile supported pump station, installation of approximately 700 linear feet of 4-inch sewer force main by horizontal direction drill, installation of approximately 600 linear feet of 4-inch sewer force main by open-cut, and all associated valves and appurtenances.

CWS and HGBD publicly requested pre-qualification submittals from contractors interested in bidding the project, from which five (5) contractors were pre-qualified. Three (3) bids were received and evaluated on Tuesday, August 20, 2013 with the lowest responsive bid submitted by Triad Engineering in the amount of \$728,995.50. Inclusive in this amount is \$110,000 Owner's contingency only to be used at the discretion of CWS. Attached for your review is a copy of the bid tabulation and a recommendation letter from HGBD. The Engineer's estimate for the project was \$910,590.

Therefore, based on their low bid and verification of the same by HGBD, it is our recommendation that the Commissioners award a construction contract to Triad Engineering in the amount of \$728,995.50 for the Lockwood Boulevard Sewer Main Replacement Project – Ashley Marina to Crosstown. Funding is available through the Wastewater Major Capital Improvement Program.

Attachments

cc: Andy Fairey, Baker Mordecai, P.E., Larry Drolet, Linda Hans, Chad Hendrix, P.E.



HUSSEY, GAY, BELL & DEYOUNG, INC.
CONSULTING ENGINEERS

August 21, 2013

Mr. Russell L. Huggins, Jr., P.E.
Director of Engineering
Charleston Water System
103 St. Philip Street
Charleston, SC 29401

**Re: Lockwood Drive Pump Station & Force Main
Charleston Water System**

Dear Mr. Huggins:

Bids received on August 20, 2013 for the referenced project have been evaluated. A summary of the bids received follows:

	<u>Base Bid</u>
1. Triad Engineering & Contracting	\$ 728,995.50
2. Chandler Construction	\$1,070,390.00
3. Tideland Utilities, Inc.	\$1,599,725.00

A certified *Bid Tabulation* is attached for your information.

In accordance with our recent discussions, it is recommended that the contract be awarded to the lowest responsive responsible bidder, Triad Engineering & Contracting for the Base Bid in the corrected amount of **\$728,995.50**. Upon the Commissioners issuance of a Notice of Award to Triad Engineering & Contracting we will proceed with conforming the Contract Documents for execution.

Please call if you have any questions or concerns regarding this project.

Sincerely,
Hussey, Gay, Bell & DeYoung, Inc.

Forest D. Suggs II, P.E.

Cc: Mr. Mark Cline, P.E.
Mr. Chad Hendrix, P.E.
Mr. Larry Drolet

F:\40086CPW\411103426 Lockwood Blvd Pump Station & Force Main\DOC\6 - Bid Phase\R Huggins Bid Summary 8-21-13.doc



LOCKWOOD DRIVE PUMP STATION & FORCE MAIN

BID TAB - August 20, 2013

CPW JOB NUMBER: 1166-0003

BID NUMBER: 1689

Item	Description	Qty	Unit	Unit Price	Total Price
1.	Gravity Sewer - 8-inch (5-9 feet deep)	69	LF	\$ 280.00	\$ 19,320.00
2.	Manholes - 4-ft. diameter (5-9 feet deep)	1	EA	\$ 7,200.00	\$ 7,200.00
3.	Wastewater Pump Station	1	LS	\$ 281,000.00	\$ 281,000.00
	a. 151 gpm Duplex Submersible; Complete	1	LS	\$ 70,000.00	\$ 70,000.00
4.	Pile Foundation				
	Force Main				
	a. Drill - Horizontal	1	LS	\$ 29,000.00	\$ 29,000.00
	Sta 3+50 to 7+25, 4" HDPE (DR 17/IPS)				
	Directional Drill - Horizontal	1	LS	\$ 23,000.00	\$ 23,000.00
	Sta 10+55 to 13+82, 4" HDPE (DR 17/IPS)	611	LF	\$ 70.00	\$ 42,770.00
	c. Open Cut - 4" PVC	227	LF	\$ 19.50	\$ 4,426.50
	d. Slipline Existing 4" with 2" HDPE	140	LF	\$ 27.00	\$ 3,780.00
	e. Open Cut - 2" HDPE	4	EA	\$ 1,200.00	\$ 4,800.00
	f. Connect HDPE to PVC	10	EA	\$ 970.00	\$ 9,700.00
	g. Restraint Harness on Existing 4" PVC Joints	1	EA	\$ 10,000.00	\$ 10,000.00
5.	Air Release Valve	1	EA	\$ 8,400.00	\$ 8,400.00
6.	Grinder Station Service Connection	1	EA	\$ 7,900.00	\$ 7,900.00
7.	Erosion and Sediment Control	43	LF	\$ 68.00	\$ 2,924.00
8.	Asphalt Patch	180	SY	\$ 100.00	\$ 18,000.00
9.	Milling and Asphalt Overlay (1½")	775	TN	\$ 81.00	\$ 62,775.00
10.	Disposal of Excavated Material	1	LS	\$ 4,500.00	\$ 4,500.00
11.	Record Drawings and Valve Cards				
	*** ADDITIONAL WORK IF ORDERED BY THE ENGINEER ***				
12.	Cash Allowances (for verification work)				
	a. Soils, Concrete & Asphalt Testing	1	LS	\$ 5,000.00	\$ 5,000.00
	b. Construction Surveying	1	LS	\$ 2,000.00	\$ 2,000.00
13.	#57 Crushed Stone Bedding	50	CY	\$ 20.00	\$ 1,000.00
14.	Lightweight Aggregate Bedding	50	CY	\$ 30.00	\$ 1,500.00
15.	Contingency Cash Allowance (To be used at Owner's discretion for project overruns or changes in scope of work; Not to be used at Contractor's discretion.)	1	LS	\$ 110,000.00	\$ 110,000.00
	BASE BID - ITEMS 1 THROUGH 15, INCLUSIVE				
				\$ 110,000.00	\$ 728,995.50

TRIAD ENGINEERING		Unit Price	Total Price
		\$ 280.00	\$ 19,320.00
		\$ 7,200.00	\$ 7,200.00
		\$ 281,000.00	\$ 281,000.00
		\$ 70,000.00	\$ 70,000.00
		\$ 29,000.00	\$ 29,000.00
		\$ 23,000.00	\$ 23,000.00
		\$ 70.00	\$ 42,770.00
		\$ 19.50	\$ 4,426.50
		\$ 27.00	\$ 3,780.00
		\$ 1,200.00	\$ 4,800.00
		\$ 970.00	\$ 9,700.00
		\$ 10,000.00	\$ 10,000.00
		\$ 8,400.00	\$ 8,400.00
		\$ 7,900.00	\$ 7,900.00
		\$ 68.00	\$ 2,924.00
		\$ 100.00	\$ 18,000.00
		\$ 81.00	\$ 62,775.00
		\$ 4,500.00	\$ 4,500.00
		\$ 5,000.00	\$ 5,000.00
		\$ 2,000.00	\$ 2,000.00
		\$ 20.00	\$ 1,000.00
		\$ 30.00	\$ 1,500.00
		\$ 110,000.00	\$ 110,000.00
		\$	\$ 728,995.50

CHANDLER CONSTRUCTION		Unit Price	Total Price
		\$ 1,259.00	\$ 86,871.00
		\$ 9,612.00	\$ 9,612.00
		\$ 393,543.00	\$ 393,543.00
		\$ 101,560.00	\$ 101,560.00
		\$ 45,000.00	\$ 45,000.00
		\$ 21,317.00	\$ 21,317.00
		\$ 191.00	\$ 116,701.00
		\$ 57.00	\$ 12,939.00
		\$ 144.00	\$ 20,160.00
		\$ 2,702.00	\$ 10,808.00
		\$ 582.00	\$ 5,820.00
		\$ 18,809.00	\$ 18,809.00
		\$ 5,083.00	\$ 5,083.00
		\$ 11,378.00	\$ 11,378.00
		\$ 437.00	\$ 18,791.00
		\$ 52.00	\$ 9,360.00
		\$ 68.00	\$ 52,700.00
		\$ 3,938.00	\$ 3,938.00
		\$ 5,000.00	\$ 5,000.00
		\$ 2,000.00	\$ 2,000.00
		\$ 80.00	\$ 4,000.00
		\$ 100.00	\$ 5,000.00
		\$ 110,000.00	\$ 110,000.00
		\$	\$ 1,070,390.00

TIDELAND UTILITIES		Unit Price	Total Price
		\$ 145.00	\$ 10,005.00
		\$ 6,800.00	\$ 6,800.00
		\$ 605,000.00	\$ 605,000.00
		\$ 515,000.00	\$ 515,000.00
		\$ 15,050.00	\$ 15,050.00
		\$ 13,300.00	\$ 13,300.00
		\$ 40.00	\$ 24,440.00
		\$ 20.00	\$ 4,540.00
		\$ 35.00	\$ 4,900.00
		\$ 1,750.00	\$ 7,000.00
		\$ 1,300.00	\$ 13,000.00
		\$ 11,300.00	\$ 11,300.00
		\$ 5,650.00	\$ 5,650.00
		\$ 18,715.00	\$ 18,715.00
		\$ 305.00	\$ 13,115.00
		\$ 37.00	\$ 6,660.00
		\$ 250.00	\$ 193,750.00
		\$ 8,500.00	\$ 8,500.00
		\$ 5,000.00	\$ 5,000.00
		\$ 2,000.00	\$ 2,000.00
		\$ 60.00	\$ 3,000.00
		\$ 60.00	\$ 3,000.00
		\$ 110,000.00	\$ 110,000.00
		\$	\$ 1,589,725.00

Yes
Yes
Yes

Yes
Yes
Yes

Yes
Yes
Yes

Bid Bond
Addendum No. 1
Addendum No. 2
* Denotes corrected amount

I hereby certify that this is a true and correct tabulation of bids received on the referenced project.

[Signature] Date **8.21.13**

Forest D. Stuges, P.E., Hussey Gray & DeYoung, Inc.



INTEROFFICE COMMUNICATION

TO: Mark Cline, P.E.
Capital Projects Officer

FROM: Russell Huggins, P.E.
Director of Engineering

DATE: August 22, 2013

RE: Savage Road Septage Receiving Station
Engineering Services Contract Amendment

At the June 2012 Commissioner's Meeting, approval was given to award an Engineering Services Contract to HDR Engineering (HDR) to prepare a Basis of Design Report (BODR) for the Savage Road Septage Receiving Station Project. Included in the scope of the work was an evaluation of the suitability of constructing a consolidated septage and leachate receiving station on an existing Charleston Water System (CWS) parcel located near the intersection of Westchester and Savage Road in West Ashley. Subsequent to completion of the BODR, a decision was made by the Board of Commissioners to offer the property for sale at public auction. As a result of this decision by the Board, CWS staff evaluated alternative options for septage and leachate disposal, ultimately deciding to continue to receive septage at the Plum Island Wastewater Treatment (PIWWTP) and to relocate leachate collection to CWS's Pump Station 90 (PS 90).

Continuation of septage receiving at the PIWWTP will minimize concerns with grit removal and disposal, and associated odors, and allow for any necessary modifications and improvements to the existing septage receiving system to be incorporated into planned PIWWTP major capital improvements.

Leachate is currently received at both the PIWWTP and CWS's Church Creek Pump Station and is typically delivered in tractor-trailer tanker trucks. Accommodating large tanker trucks negatively impacts the PIWWTP's operations and maintenance activities and has resulted in damage and premature failure to the Church Creek Pump Station's access drive, fencing and site paving. Relocation of leachate receiving to PS 90 will eliminate conflicts at the PIWWTP with leachate haulers and prevent further damage to the Church Creek Pump Station. PS 90, located on Johns Island near the intersection of Murraywood Road and River Road, was selected based on its accessibility to truck traffic, hydraulic capacity to handle projected leachate flow, and ability to be expanded and modified as necessary to accommodate leachate disposal.

CWS engineering staff met with HDR and requested a proposal to amend the existing Savage Road Septage Receiving Station BODR to document through an appendix the aforementioned changes. Additionally, staff requested HDR to include in their proposal final design, permitting and construction administration services to construct a leachate receiving station at PS 90. Anticipated improvements include fence and gate improvements, access road improvements to accommodate tractor-trailer tanker trucks, SCADA improvements, and site security. Attached for your review is a contract amendment proposal from HDR that outlines the necessary tasks and associated fees. The total cost of their amendment is \$82,973.

Therefore, it is our recommendation that the Commissioners approve an engineering services contract amendment to HDR in the amount of \$82,973 for the Savage Road Septage Receiving Station Project. The original contract amount was \$50,621. The new contract amount will be \$133,594. If approved, the amendment will be incorporated into our standard engineering services agreement. Funding is available through the Wastewater Major Capital Improvement Program.

Attachments

cc: Andy Fairey
Allan Clum
Baker Mordecai, P.E.
Linda Hans
Chad Hendrix, P.E.

**Charleston Water System
Leachate Receiving Station
Basis of Design Report Technical Memorandum, Final Design, Permitting, Bidding and
Construction Administration Scope of Work
8/21/13**

HDR Engineering Inc. of the Carolinas (HDR) has been requested by Charleston Water System (CWS) to amend the existing Septage and Leachate Receiving Station Contract to prepare a Basis of Design Technical Memorandum, complete final design, prepare permit applications for appropriate agencies, conduct bidding services and provide construction administration for the Leachate Receiving Station located on the site of Pump Station 90 (Project). The specific tasks in this Scope are presented below.

1. Prepare Basis of Design Technical Memorandum: Prepare a Technical Memorandum to be included as an appendix to the existing Basis of Design Report for the Septage and Leachate Receiving Station that includes the design criteria for the new site. Information from the previous Basis of Design Report will be used to develop the Technical Memorandum. Comments will be incorporated into the final report.
2. Final Design: Design the Leachate Receiving Station and produce documents for bidding. The following tasks are included in the design.
 - a. Field Review – Review of the PS 90 site for access and design considerations.
 - b. Survey – Perform a boundary and topographic survey of the site.
 - c. Design Drawings – Design drawings will be prepared for the proposed work. The instrumentation design will be a functional design based on the standard approach for site security with minimal interface with the SCADA system. Communication will be provided by a DSL line, which is assumed to be available at this site.
 - d. Technical Specifications – Technical specification packages will be developed for the Project, using CWS standard specifications where appropriate, supplemented by HDR specifications.
 - e. Submittal Reviews - Plan submittals will be made for CWS review at the 60%, 90% and 100% (Bid Ready) completion stage and comments will be incorporated.
3. Permitting: HDR will prepare and submit permit applications to the appropriate regulatory agencies as noted below. It has been assumed that an SCDHEC Construction permit is not required for this project because no additional capacity is being added to the pump station, therefore the general permits are applicable. CWS will facilitate acquiring the needed permits with the respective agencies and pay applicable permit application fees.
 - a. City of Charleston MS4 – The site is located within the City of Charleston MS4 and will be subject to the applicable MS4 submittal requirements. HDR

will coordinate with the MS4 to determine the required submittals and submit the applicable information.

- b. NPDES Construction General Permit (CGP) – The site is located within 0.5 mile of a coastal receiving water (Stono River) and it is assumed that the project will result in land disturbance less than 0.5 acre. As such, the project is eligible for automatic permit coverage under the NPDES CGP. HDR will submit 1 notification form (DHEC form 0451), a SWPPP narrative and 1 copy of construction plans including: site location, boundary lines of work to be performed, location of temporary and permanent BMPs, and a topographic map of the site.
 - c. Coastal Zone Consistency (CZC) – The site is located within 0.5 mile of a coastal receiving water (Stono River) and it is assumed that the project will result in land disturbance less than 0.5 acre. As such the project is eligible for authorization under the General CZC program (GCZC-2012-001). Prior to project initiation, HDR will provide a notification to OCRM with a description of the proposed work including area impacted. DHEC will not respond to the letter unless there are concerns. No further coordination is included in this scope.
4. Opinion of Probable Costs: HDR will update the Opinion of Probable Construction Cost at the 60%, 90% and 100% design stages.
 5. Project Management: HDR will perform administration activities throughout the duration of the Project, including maintaining a Project filing system for storage and retrieval of documents, preparing monthly invoices and maintaining a Project Cost Accounting System. HDR will apply on-going quality assurance and quality control procedures throughout the duration of the Project. In addition, HDR shall conduct a review of all design elements by senior level staff, not performing the design of the Project.
 6. Bidding: HDR shall perform the following services related to Bidding and Award.
 - a. Assist in pre-qualification for Contractors.
 - b. Assist CWS in advertising for bids for construction
 - c. Distribute bidding documents to prospective bidders.
 - d. Maintain a record of prospective bidders to whom Contract Documents have been issued.
 - e. Prepare addenda as appropriate to interpret, clarify, or further define the Contract Documents. One addendum has been included in the scope.
 - f. Attend the bid opening.
 - g. Prepare certified bid tabulation sheets and make recommendations concerning contract award.
 7. Construction Administration: The following tasks are included in the construction administration services.
 - a. Assist OWNER in contract preparation.

- b. Attend pre-construction meeting.
- c. Perform site visits. Five two hour site visits have been assumed.
- d. Log, review and distribute shop drawings.
- e. Respond to requests for information.
- f. Review change orders.
- g. Review pay applications on a monthly basis.
- h. Assist with closeout documentation.
- i. Prepare record drawings utilizing information provided by the Contractor and OWNER field personnel. The Record Drawing deliverable will include one mylar, six copies and an electronic copy of the CADD files.

8. Project Fee Estimate

The fee for this Scope of Service is \$82,973 and is summarized in Table 1 in Attachment A. Services will be provided on a Lump Sum basis.

9. Project Schedule

The proposed design and permitting schedule for the Project is presented in Attachment B.

ATTACHMENT A

Table 1 - Fee Summary - Leachate Receiving Facility Design

Technical Memo	\$6,887
Design	\$49,522
Permitting	\$6,264
Bidding	\$6,081
Construction Administration	<u>\$14,218</u>
	\$82,973

ATTACHMENT B

Attachment B
Leachate Receiving Station

ID	Task Name	Duration	Start	Finish	September	October	November	December	January	February	March	April	May	June	July
1	Basis of Design Technical Memorandum	10 days	Tue 9/3/13	Mon 9/16/13	[Task bar spanning from 9/3/13 to 9/16/13]										
2	Survey	10 days	Tue 9/3/13	Mon 9/16/13	[Task bar spanning from 9/3/13 to 9/16/13]										
3	60% Design	20 days	Tue 9/17/13	Mon 10/14/13	[Task bar spanning from 9/17/13 to 10/14/13]										
4	60% Submittal Review	10 days	Tue 10/15/13	Mon 10/28/13	[Task bar spanning from 10/15/13 to 10/28/13]										
5	90% Design	20 days	Tue 10/29/13	Mon 11/25/13	[Task bar spanning from 10/29/13 to 11/25/13]										
6	90% Submittal Review	10 days	Tue 11/26/13	Mon 12/9/13	[Task bar spanning from 11/26/13 to 12/9/13]										
7	100% Document Preparation	10 days	Tue 12/10/13	Mon 12/23/13	[Task bar spanning from 12/10/13 to 12/23/13]										
8	100% Submittal Review	5 days	Tue 12/24/13	Mon 12/30/13	[Task bar spanning from 12/24/13 to 12/30/13]										
9	Permitting	20 days	Tue 12/10/13	Mon 1/6/14	[Task bar spanning from 12/10/13 to 1/6/14]										
10	Bidding	20 days	Tue 1/7/14	Mon 2/3/14	[Task bar spanning from 1/7/14 to 2/3/14]										
11	Construction	100 days	Tue 2/4/14	Mon 6/23/14	[Task bar spanning from 2/4/14 to 6/23/14]										

Task		Progress		Summary		External Task		Split	
Split		Milestone		Project Summary		External MileTask			