

Water and Sewer Committee Meeting
February 2, 2015
10:30 a.m.

The following were in attendance:

Ray Johnson, Charlie Kerekes, Jody Kleckley and David Whitten (via phone conference), Committee Members; Iris Hill, ex-officio member. Bob Sandifer was absent due to a prior commitment.

Ray Johnson, Chairman, called the meeting to order and agendas were distributed. Mr. Johnson asked if anyone wanted to add anything to the agenda, and suggested that the Committee go through Councilwoman Smyer's suggestions item by item. Town Administrator Hill gave a brief outline of upcoming dates. The Progressive Design Build Procurement document #2015-02 will be issued on February 9, 2015. In the owner's objective section, administration incorporated Council's concerns. The Pre-submittal meeting will be held on February 25th and Bob Doub, Utilities Director, will be giving those interested a tour of the facilities. The deadline for submitting questions in writing is March 6, 2015. The SOQ is March 17. Each person on the selection committee will receive a copy of the submittal for review. The selection committee will meet and decide whom to interview. The interviews are scheduled for April 2, 2015. The committee will submit their choice to Council after evaluating the firms interviewed. Council will then make the final decision and negotiate a contract. Once the submittal has been issued on February 9, the selection committee is forbidden to speak with any consultants that will submit an application for consideration. Consultants are allowed to speak with Iris Hill or Bob Doub, but not the selection committee. Committee members are asked to direct consultants to Ms. Hill or Mr. Doub. There are draft contracts that will be issued, but the consultant that is selected may wish to negotiate the contract. This may extend the time line past May 12, but that is to be determined. All documentation will be posted on the Town's website under Services. A contract has been negotiated with Arnold Ellison to act as an in-house consultant, as directed by Council. He will be submitting a not to exceed cost which will come out of the \$100,000 that Council has already approved for Phase I. Mr. Ellison is in the process of reviewing the Progressive Design Build document and will be submitting comments before February 9. Mr. Ellison will not be a voting member of the selection committee.

A conversation followed about the intent of Council and planning for future development. Administrator Hill read verbatim minutes from the Council meeting, where Councilwoman Hornsby suggested that a 20% overage be considered instead of a 40% overage. Administrator Hill reiterated that Phase I is a selection phase, not the design of the project. There was some question of Council's intent, whether they wanted **current** plus 20% of **future** plus 20%. Councilwoman Smyer indicated her opinion was that Council requested current plus 20%. Councilwoman Smyer said that future plus 20% is in the current URS study and that is not what Council wants to pursue. Council does not want to address future build-out, they want to focus on current needs plus a 20% safety factor overage. Mr. Kerekes voiced his concern that the 20% might not satisfy the very foreseeable future. Councilwoman Smyer said that Council had considered that, and had looked at how much Edisto Beach has grown in the past ten years and had projected that into the next ten years and Edisto "will not get anywhere near build-out." The Committee decided to reference Attachment C from the Progressive Design Build Procurement Document.

The Committee discussed the use of the word "phase" in the procurement document. The decision was made not to change the language.

A discussion followed on primary and secondary standards and total dissolved solids. Councilwoman Smyer suggested the language be changed so that it doesn't sound like our wells are not meeting DHEC standards. The Committee decided to remove the statement "Increases in fluoride are becoming a concern and are nearing the EPA drinking water standard." A graph shows that the levels have remained the same and have not been increasing.

The question of funding method was mentioned. Administrator Hill informed the Committee that Council would decide the method of funding.

Councilwoman Smyer suggested an addition of "...and operator training" to "Phase II services generally encompass completing the project's final design, construction, commissioning and performance testing and transfer to the Town."

Councilwoman Smyer suggested the addition of specific infrastructure changes to be made. The Utilities Department Strategic Plan is referenced in the document, so it would be helpful to have the changes listed. Administrator Hill suggested attaching the Capital Improvement Plan (CIP) to the plan, and the Committee agreed.

Councilwoman Smyer suggested a change in language: "It is the Town's desire to implement a sequential phased approach."

A discussion followed on percentages outlined in the Progressive Design Build document. Administrator Hill suggested that "Experience and Capabilities" and "Project Approach" both be given 45 possible points. The other 10 points would be assigned to "Organization".

Chairman Johnson suggested supplying the current demand in the document, which is "the average annual demand for the years 2009 – 2011 was 208 million gallons with an average daily water use per customer of 248 gallons" and taking out any mention of future build-out or future capacity.

Administrator Hill said that she would make the suggested changes and send it back out to the Committee. She asked the Committee to make sure all the changes were made. She would like to stay on track for the February 9, 2015 issue date. Administrator Hill said she was waiting on a change suggested by Mr. Ellison to incorporate into the document as well.

Administrator Hill and Utilities Operator Quinn McCollum gave the Committee an update on the sewer system. An AECOM representative reported that when the draw-down testing was done on A and B, the impellers were worn and recommended replacing both impellers with new hardened ones so that they would have a larger draw-down capacity. AECOM also indicated there was a problem with air at the top of a ridge between A and B that is causing a pocket and slowing down the flow. There was an air relief valve that was supposedly installed along the ridge, but it has yet to be found. The Town Attorney is drafting an ordinance to terminate the moratorium on new sewer taps and expanding existing sewer taps on the Scott Creek/Big Bay Creek sewer. The grit chamber/hydrostatic screen has been installed. The Jungle Shores water expansion project is in the permitting phase. The public notice has been issued. Funds for this project have already been budgeted in the R and R fund. The Town's wastewater treatment plant is experiencing some high TDS/BOD which is being evaluated and addressed.