

**EXECUTIVE SUMMARY
CITY/COUNTY UTILITY COMMISSION MEETING
October 11, 2004**

At its regularly scheduled monthly meeting, the Utility Commission agenda included 9 items.

WATER DISTRIBUTION AND SEWER COLLECTION SYSTEM EXPANSION

Projects in this category are associated with the distribution of water from treatment facilities to the customer and from the customer to the treatment facilities.

The Commission held a public hearing to consider and adopt appropriate verifiable percentage goals for participation by minority and women owned businesses for the following projects: **Improvements to the Sanitary Sewer Collection System along Kenoshia Drive and Kenoshia Drive Outfall, and Kenbridge and Millbridge Subdivisions.**

The Commission held a public hearing and final resolution to approve two sewer line extension projects on **White Rock Road and Jordan Road**. However, these projects were referred back to staff so the Forsyth County Health Department could evaluate the condition of the septic tanks and make a recommendation about the need for public sewer.

The Commission approved preliminary agreements with developers for two projects (Clemmons Village and Shoppes on Little Creek) where water and sewer facilities will be dedicated to the Utility Commission. These improvements are valued at \$301,440.00 and will provide service for 2 water and sewer customers. A total of 4,074 feet of water and sewer main will be extended to provide service for these commercial projects.

The Commission awarded three contracts in the amount of \$2,041,056.15 for improvements to the City's water distribution and sewer collection system for **Brook Meadow Lane, Brook Meadow Court (bid awarded to O'Brien Southern Trenching, Inc.), Atwood Acres repair and rehabilitation (bid awarded to Reynolds, Inc.), and Village Place, 4th Street and Old Lexington Road Outfall repairs and rehabilitation (bid awarded to Am-Liner East, Inc.)**. The rehabilitation projects are a part of the Capital Improvement Plan to address the City's aging water and sewer infrastructure.

The Commission awarded a contract to D.H. Griffin Construction Co., LLC, in the amount of \$2,661,795.00 for construction of the South Fork Creek Pump Station 30" Force Main. Two additional contracts were awarded to Haren Construction Co., in the amount of \$2,390,700.00 for General Construction and to Watson Electrical Construction Co., LLC, in the amount of \$746,000.00 for Electrical Construction of the South Fork Creek Pump Station.

WATER AND SEWER TREATMENT FACILITIES

Projects in this category allow for improvements to treatment facilities that increase operational efficiency throughout the system.

On June 14, 2001, the Commission entered into an agreement with Crowder Construction Company for construction of the Dam, Intake and Pump Station for the Northwest Water Treatment Plant. The contract required the project to be substantially complete on October 23, 2003, and finally completed by January 23, 2004. The contract stipulated liquidated damages of \$5,000/day for failure to be substantially complete and \$2,000/day for failure to be finally complete per the contracted dates. Crowder Construction Co., was unable to meet these dates. Therefore, City staff and Crowder mutually negotiated a settlement fee that will cover any associated cost on behalf of the Commission. The Utility Commission also approved reducing the amount of retainage to \$165,000.00. Once all project requirements are met, final payment will be awarded to Crowder.

SOLID WASTE DISPOSAL

Projects in this category are associated with waste disposal.

On April 2, 2002, an offer to purchase homes was extended by the Utility Commission to 18 homeowners on Woodcliff Drive. The offer was based on an appraisal by an MAI appraiser and it was agreed that the others could be accepted anytime within three years. Part of the Woodcliff Drive home purchases involved the purchase of 5490 Woodcliff Drive on November 14, 2002. The property was purchased from Michael C. Pinnix for \$173,000.00. The property was listed for sale with Coldwell Banker Triad Realtors in the spring of 2004. An offer to purchase has been received for \$155,000.00 which includes \$3,500.00 in closing costs. The offer price is 2% above the tax value. The Commission recommended to the City Council that this property be sold for the abovementioned price.

The Commission approved a contract with Joyce Engineering, Inc., for a not-to exceed amount of \$173,050.00 to provide geotechnical and quality control services necessary for the North Ebert Road Landfill Phase 2 Gas Control System.

Information was presented by Jonathan Burgiel of R. W. Beck, on the Solid Waste Disposal and Benchmark Study.

OTHER BUSINESS

The Commission authorized staff to enter into an agreement with Arista Information Systems, Inc., in the amount of \$331,656.00 to outsource Utility Bill printing and mailing. By using Arista's technology, the City will receive the lowest postal rates available, utilize selective feed insert technology, and reduce staff and facility resources dedicated to printing and mailing. No staff positions will be eliminated as a result of the outsourcing. Those positions will be reallocated to better serve other areas of the division.

The Commission also approved a supplemental agreement with HDR Engineering, Inc., of the Carolinas in the amount of \$33,582.00 for water and sewer design services related to the Old Lexington Road widening project. The City Engineering Department will be administering the contract with HDR as well as providing design review services for an estimated amount of \$3,508.00.

ADMINISTRATION

Projects in this category are associated with general policies of the Commission.

The Utility Commission has a regularly scheduled meeting on the second Monday of each month. The next meeting will be held on November 8 at 2:00 p.m. in the Public Meeting Room, located at 100 East First Street in City Hall South, fifth floor. For more information about the Commission agenda, please view the City's website at www.cityofws.org/meetings.