

Coweta County Water & Sewerage Authority

Meeting Agenda

Wednesday, January 8, 2025

Board Room

Meeting Time: 9:00 A.M.

<u>Approx Time</u>	<u>Agenda Item</u>	<u>Presenter</u>
9:00 a.m.	Call to order	Chairman Bartlett

Pledge of Allegiance
Invocation

Approval of minutes from the December 5, 2024 meeting

Business

Service Awards	Jay Boren
Election of Officers	Laurie Bartlett
Approval of Krebbs Task Order No. 24514- Turkey Creek Road Elevated Storage Tank	Jay Boren
Approval of Terra Mark Proposal- Survey for BT Brown Plant Expansion	Jay Boren
Update on Operations	Rick Jones
Update on Human Resources	Mandy Sledd
Update on Customer Care/Information Technology	Alan Sibley
Monthly Report	Roger Dawson

Agenda Additions:

Executive Session

Litigation / Real Estate/ Personnel

Adjournment

Next Board Meeting Wednesday, February 5, 2025 at 9:00AM

Task Order No. 24514
Dated the 19th day of December 2024

Turkey Creek Road Elevated Storage Tank

This Task Order shall become part of the General Services Agreement between Coweta County Water & Sewerage Authority ("Client") and Krebs Engineering, Inc. ("Krebs") dated March 3, 2021.

SECTION 1 - PROJECT DESCRIPTION

The project will consist of producing construction documents for a competitive bid for a new water storage tank for the Coweta County Water & Sewerage Authority's water distribution system. The new water storage tank will be located near the intersection of Turkey Creek Road and Interstate 85. The proposed Turkey Creek Road Tank is a 1,000,000 gallon elevated tank and will be built to support the main water distribution system gradient of 1,125 feet AMSL. The new tank will provide additional operational and emergency water storage for the water distribution system.

SECTION 2 - SCOPE OF SERVICES

The scope of services to be provided by Krebs shall include the following items:

Section 2.1 - Preliminary Services

1. Field reconnaissance
2. Discussions with appropriate entities having jurisdiction
3. Consultation with the Client

Section 2.2 - Survey Services

1. Topographic survey
2. Boundary survey
3. Easement description/plat preparation

Section 2.3 – Engineering Design Services

1. Develop/finalize scope of work and design schedule (and potential construction schedule).
2. Schedule and attend the design kick-off meeting with Client.
3. Review alternative tank capacities and configurations with the Client. Alternative evaluations will include tank construction materials and tank geometry (head range and diameter).
4. Develop preliminary construction cost estimates for tank size and configuration.
5. Coordinate geotechnical investigation of the site and provide tank foundation recommendations.
6. Review results of geotechnical investigation and site survey. Meet with the Client to finalize tank location on project site.
7. Design site development plan to include gravel access road.
8. Design site yard piping to include distribution system connections and tank drain/overflow piping. Distribution system improvements outside of the tank site location are not included in this scope of work.

9. Apply for FAA permits and include required airspace hazard markings and lighting into tank design.
10. Prepare Contract Documents to include bidding/request for proposal documents, contracts and bonds, general conditions, technical specifications and detail drawings as may be required for the bidding and performance of the work.
11. Electrical design to include the following:
 - a) Provide power service to site as required to accommodate new tank
 - b) New power distribution panel(s) as required
 - c) Site lighting (one site lighting pole near equipment stand)
 - d) FAA lighting as required
 - e) Convenience receptacles as required
 - f) Supplemental grounding system for new tank
 - g) Electrical connections as required for SCADA RTU, antenna, and pressure transducer level monitoring (RTU, antenna, and level monitoring instrumentation provided by SCADA vendor)
 - h) Minimal heat tracing for instrument impulse lines as required
12. Complete engineer's estimate of probable project cost for recommended improvements.
13. Review construction sequencing and constructability with CCWSA.
14. Develop Sediment and Erosion Control Drawings.
15. Coordinate incorporation of the new tank into CCWSA's SCADA system.
16. Hold and attend design review meetings with CCWSA during each phase of design (preliminary design, detailed design, and construction documents).
17. Incorporate CCWSA comments in final Bid Contract Documents.
18. Review the Contract Documents with the CCWSA and furnish to the appropriate agencies the number of sets of Contract Documents required for review purposes.

Section 2.4 - Bid Period and Construction Review Services

Bid Period and Construction Review Services begin upon the date of the Advertisement for Bids.

1. After the Contract Documents for the project have been approved by the Client, Krebs will furnish the following services through the award of the Contract for the project.
 - a) Prepare and provide CCWSA the advertisement for bids.
 - b) Distribute engineer sealed Contract Documents to perspective bidders.
 - c) Respond to requests for information from perspective bidders.
 - d) Prepare addenda as required.
 - e) Attend bid opening.
 - f) Review bids for any exceptions to the bidding requirements.
 - g) Check qualifications of the low bidder.
 - h) Provide the Client with award recommendation and certified bid tab.
2. Construction Period Services begin upon the date of award recommendation and certified bid tab submittal to the Client. Construction Period Services and fees are based upon an Advertisement/Bid/Award Period of three (3) months, and a construction period of Twelve (12) months (final completion).
 - a) Provide general engineering review of the work through a Project Manager, Project Engineer, and/or Engineer Field Representative who will make periodic reviews at the site of the work as construction of the project progresses. Site visits are

established as hold points during the construction process which consist of the following:

- i. Foundation work
 - ii. Periodically during tank erection
 - iii. After surface preparation and before prime coat application.
 - iv. At necessary check points during the application of additional coating systems.
 - v. Periodic verification coating systems are applied at the correct conditions and to the required film thickness.
 - vi. Observation of the holiday test performed at the completion of coating application.
- b) Shop drawing review including but not necessarily limited to foundation, general design concept, soil and load parameters, and compliance with the Contract Documents and industry standards.
 - c) Conduct periodic construction progress meetings and issue meeting minutes.
 - d) Perform Contract Administration services as necessary to include but not necessarily limited to preparing change orders, addressing contractor requests for information, reviewing and approving payment applications, mediating disputes between contractor and owner, etc.
 - e) Note and report to the Client any observed deviations from the intent of the Plans and Specifications, and recommend to the Client appropriate action to be taken.
 - f) Verify new tank is disinfected in accordance with the Contract Documents before tank is put into service.
 - g) Upon completion of the work, prepare a "punch list" of items of work, if any, to be corrected by the Contractor.
 - h) Coordinate with the Contractor the correction of any items of work required to complete the project in substantial accordance with the intent of the Plans and Specifications.
 - i) Preparation of Record Drawings.
 - j) One year warranty inspection to include site observation made by an Engineer with the Contractor present to review the tank meets the requirements of the Contract Documents one year after the project has been completed. Photograph and document non-conformance in a report and inform the Contractor of all additional work requirements.

Section 2.5 - Deliverables

Krebs will provide the following Deliverables to the Client:

1. Periodic project status reports upon request by the Client
2. Permit documentation
3. Two (2) hard copy full size sets of Plans and Specifications
4. Two (2) hard copy half size sets of Plans and Specifications
5. One (1) complete electronic set of Plans and Specifications in PDF format
6. One (1) complete electronic set of boundary survey drawing in PDF format
7. Certified bid tabulation.
8. Recommendation letter regarding the award of the construction contract.
9. Construction Contract Documents for execution.
10. "Punch List" of items of work, if any, to be corrected by the contractor.
11. Record Drawings.

Coweta County Water & Sewerage Authority

Task Order No. 24514 Contract

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12. Specifications complete with all Addenda.
13. Electronic set of Record Documents in PDF format.

Section 2.6 – Services Not Provided

The following services are not included in the Krebs Scope of Services:

1. Testing of water, materials, coatings, manufactured or fabricated articles and equipment.
2. Archeological and/or vegetative surveys or studies.
3. Environmental assessments or environmental impact statements.
4. Surveys, studies or preparation of permit applications relating to endangered species or wetlands.
5. Appearance before courts or boards on litigation related to the project, or preparation work required in such matters.
6. Material testing during the construction phase of the project.
7. Full time field representative on site during the construction phase of the project.

SECTION 3 - COMPENSATION

Section 3.1 - Lump Sum Fee

A lump sum fee of Ninety-Six Thousand Dollars (\$96,000.00) will be paid to Krebs as compensation for:

1. Preliminary Services
2. Survey Services
3. Engineering Design Services

Section 3.2 – Time Charge Fee

The work described in Section 2.2, Bid Period and Construction Review Services, will be performed on a time charges plus direct job expense basis (using Krebs then current standard hourly rates) with a total fee ceiling of Seventy-Five Thousand Dollars (\$75,000.00) based on a three month Advertisement/Bid/Award Period and 12 month construction period. The fee ceiling will not be exceeded without prior approval from CCWSA and Krebs will invoice only for actual time and expenses spent in performance of the work. A copy of Krebs current standard hourly rates is attached.

SECTION 4 - DESIGNATED REPRESENTATIVES

Section 4.1 - Client Representative

Rick Jones
545 Corinth Road
Newnan, GA 30263
Office Phone: 770-254-3710
Email: rjones@cowetawater.com

Section 4.2 - Krebs Representative

Jarred Jackson
15 LaGrange Street
Newnan, GA 30263
Office: 470-724-5050
Cell: 404-431-9525
Email: Jarred.Jackson@KrebsEng.com

SECTION 5 - EXECUTION

This Task Order, including all attachments and addenda, constitutes the entire Task Order between the Client and Krebs, and supersedes all prior written or oral understandings for the Turkey Creek Road Elevated Storage Tank. The Client and Krebs have caused their duly authorized representatives to execute and attest this Task Order effective on the date first written above.

COWETA COUNTY WATER &
SEWERAGE AUTHORITY
BY:


ATTESTED

BY:

KREBS ENGINEERING, INC.
BY:

ATTESTED
BY:


Jarred M. Jackson, P.E., Senior Associate


Scott T. Lee, P.E., Senior Associate



September 20, 2024

Mr. Benjamin L. Moss, P.E.
Garver USA
200 Galleria Drive, SE, Suite 520
Atlanta, Georgia 30339

RE: **Coweta County Water and Sewerage Authority**
B.T. Brown Water Treatment Plant (Upgrade)
41 Acres +/- of Property to Survey

Ben:

Per your request, please find below our scope and fees for completing the surveying needs necessary for the planning and design of proposed improvements to the existing plant as requested in your September 16, 2024 e-mail. The survey area is approximately 41 Acres of a portion of Two Parcels a total of 264 Acres of total property owned by the Coweta County Water and Sewerage Authority and is shown on an Exhibit "A", the survey limits were prepared by the Client, and delineated in red. The subject property also lies within Land Lots 236 & 245, 5th District, Coweta County, Georgia. This work is based on our best understanding and knowledge of your needs.

PHASE 1

Survey Requirements: *Topographic Survey, Utility Survey (Level B, C & D).*

1. **Topographic Survey** – TerraMark will provide a detailed Topographic Survey of the approximate 41 Acres of property, which will include all existing improvements within the aforesaid red area. Data will be accumulated utilizing a combination of conventional **Ground Run Survey** techniques and terrestrial LiDAR techniques. Data will be delivered at 1 foot contour interval at a scale of 1" = 30', unless directed otherwise.

Lump Sum Fee

\$ 42,500.00

2. **Underground Utilities** – TerraMark will coordinate with a private utility marking service to have existing underground utilities marked **on-site, only**, within the area delineated in red on the aforesaid Exhibit "A", prior to beginning field location of improvements. TerraMark will locate utility markings upon completion of the service by others and combine information within the overall database survey. Services performed by the private utility marking company will be provided at Quality Level B.

Lump Sum Fee

\$ 7,460.00

PHASE 2

Survey Requirements: *Pot Hole Location and Utility Survey (Level A).*

3. **Additional Services** – TerraMark will coordinate with Client to perform additional services as described: **a.1.** Work to perform and locate up to 10 Level A utility locations to be uncovered by others; **a.2.** Location of top of utility elevations after potholing; and **b.** Staking and location of geotechnical borings. All work will be completed in accordance to TerraMark Standard Hourly Rates and sub-consultant costs. The below fee is an estimate of the anticipated work effort.

Budget Fee (Hourly)

\$10,500.00

The following tasks are not included in our scope of services: Boundary Survey; A complete Topographic Survey of the Property; Tree Survey; Data Collection inside of Buildings; Utility Investigation other than mentioned above; Wetland Delineation; Flood Cross Sections; Elevations of pipes, etc. inside of treatment facilities; Right of Way Exhibit Plats; Property Descriptions.

We will endeavor to complete the proposed work and provide you with our deliverables for the above Tasks 1-3, within **42 Calendar Days** from Notice to Proceed.

This proposal is valid for 75 Calendar Days from the date above. If you concur with our scope and fees, please indicate by signing below. Should you have any questions, please call us at your convenience.

Sincerely,
TerraMark Land Surveying, Inc.
Kevin W. Hardy, PLS
Vice President

Approved: **Garver USA**
Date:

Exhibit "A"





1396 Bells Ferry Road
Marietta, Georgia 30066
(770)-421-1927
(770)-421-0552 (fax)

“Attachment A”
BILLING RATES
EFFECTIVE: JULY 1, 2024

Labor:

Registered Land Surveyor (Principal).....	\$135.00
Project Manager (RLS).....	\$125.00
Project Manager.....	\$110.00
Senior Survey Technician.....	\$100.00
Survey Technician.....	\$ 95.00
Survey Crew (2 Person).....	\$155.00
Survey Crew (3 Person).....	\$185.00
Survey Crew (Building Layout).....	\$165.00
GIS Technician.....	\$ 90.00
GIS Data Collector (1 Person).....	\$ 75.00
Robotic Crew (1 Person).....	\$ 95.00
GPS Crew (1 Person).....	\$ 95.00
Crew Chief (Project Oversight).....	\$ 75.00
Clerical.....	\$ 58.00

Expenses:

Reproduction.....	Cost
Travel (meals, lodging).....	Cost
Mileage, Stakes and Miscellaneous Supplies.....	No Charge
Sub Consultants.....	Cost +3%

NOTES: Charges for survey crews will begin at the time of departure and end at the time of return to their home base. If less than one day's field work is ordered, standard hourly rates will be charged with a minimum of \$450.00.

The fees and rates in this schedule are subject to escalation after a period of six months from the effective date above, and annually thereafter.