

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

**MEETING PLACE: 200 COMMERCE STREET
Spartanburg, SC 29306**

Tuesday, January 25, 2022, 2:15 p.m.

This is a regular meeting of the Spartanburg Sanitary Sewer District Commission. Written notice of the date, time, and place for this meeting, along with the agenda, has been posted in the lobby and on the Spartanburg Water website, and copies have been forwarded to local and nearby news media (including Spartanburg Herald-Journal, The Spartan Weekly, Greenville News, The Greer Citizen, Hometown News, WSPA-TV 7, WYFF-TV 4, WLOS-TV 13, WHNS Fox Carolina, WORD News Radio, WOLT-FM Radio, Tribune Times, and the Times Examiner) at least 24 hours prior to this meeting.

- 1. PRAYER**
- 2. APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 7, 2021**
- 3. PUBLIC COMMENT**
- 4. EXECUTIVE SESSION**

The Commission will meet in Executive Session to discuss contractual matters related to the proposed execution of an agreement with an employment search firm.

- 5. CONTRACTUAL MATTERS**

The Commission will take action, if necessary, on the items discussed in Executive Session.

- 6. MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the five-month period ending November 30, 2021, and the six-month period ending December 31, 2021.

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7. COVID REPORT

Management will provide an update to the Commission.

8. PROPOSED 2022 COMMISSION MEETING SCHEDULE

January 25	February 22 *UMC Feb 21-24
March 22	April 26
May 24	June 28
July – No Meeting	August 23
September 27	October 25
November – No Meeting	December 6

9. JANITORIAL SERVICES CONTRACT

Proposals were received on January 5, 2022, for contract services to furnish material, labor, transportation, and equipment necessary to perform janitorial services at multiple facilities throughout the organization.

The scope of works calls for placing personnel as needed at the Administrative Complex, the C&D complex, Lake Bowen and Lake Blalock, the R.B. Simms Water Treatment Plant (including the Pavilion), and the A. Manning Lynch Wastewater Treatment Plant to provide services at each facility as detailed in the Request for Proposals.

A pre-bid conference was held and guided site tours provided to further familiarize the bidders with the locations, the overall size of the facilities, and the work required.

An evaluation team made up of staff from various departments and facilities was formed to review and score the proposals received. The evaluation criteria consisted of the responder’s approach and strategy; company information and experience; MWBE utilization; Community Benefit Program; and cost. Each proposal was evaluated using a weighted scoring matrix, with the successful supplier being selected for the highest scoring proposal.

Invitation to respond was placed in the local media and forwarded to prospective suppliers. A cost tabulation of the responses are listed below.

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The costs are represented in annual totals, based on an initial 12-month term with two optional renewal terms.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Sunbelt Janitorial Group Spartanburg, SC	\$186,744
Jan-Pro of the Western Carolina's Greenville, SC	\$300,132

Management recommends an award be granted to Sunbelt Janitorial Group in the annual amount of \$186,744 based on their highest scoring proposal.

These services will be funded from the operating budget as follows:
SSSD \$51,583 and SWS \$135,161.

10. CONTRACT PUMP AND HAUL SERVICE AGREEMENT

Bids were received on December 16, 2021, for contract pump and haul services for the various wastewater treatment facilities to supplement work performed by SSSD personnel and equipment. Services are broken into two sections which include routine pump and haul requirements and emergency pump and haul requirements, whereby the agreement will be applicable to normal operating hours as well as after hours or emergency situations. In addition to general pump and haul provisions, the contractor may be required to clean tankage and transfer seed sludge from one of the eight facilities identified in the scope of work. Quantities for this agreement are estimated at 200 loads per year.

Invitations were forwarded to prospective bidders and published in the local media. A tabulation of responses is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Hugh R. Simmons Septic Tank Services Wellford, SC	\$185 per load

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Funding is provided through the SSSD depreciation budget.

12. RECEIPT OF BIDS – EASTSIDE SEWER RIGHT-OF-WAY CLEARING PROJECT

Bids were received on January 13, 2022, for the Eastside Sewer Right-of-Way Clearing Project. This project consists of approximately 12,000 LF of sewer right-of-way in six locations on the east side of the City of Spartanburg.

The project scope calls for the contractor to remove trees and clear vegetation from the right-of-way leaving a cleared right-of-way no less than 25 feet wide (12.5 feet either side of the sewer line). The path will be covered with chippings or re-vegetated with grass. Proper erosion control measures will be employed along the disturbed area. This clearing project will provide access for operation and maintenance therefore reducing the risk of blockages that may result in SSO's.

This project was advertised December 11, 2021. The bid package was distributed to 13 contractors and four plan rooms. Six contractors provided a bid. A tabulation of the bid responses are listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
C & S Nature Works Boiling Springs, SC	\$309,100.00
DS Utilities Little Mountain, SC	\$430,250.00
L-J, Inc. Cayce, SC	\$476,212.00
Lindlers Construction of SC Newberry, SC	\$419,300.00
NGE Services, Inc. Charlotte, NC	\$772,457.00

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Piedmont Utility Group \$1,389,864.50
Shelby, NC

All of the bids came in over budget. In order to get the project cost closer to the original budget amount, two sections are being deferred until FY 23.

The reduced scope of the project is now 7,500 LF of sewer right-of-way in four locations. The low bid contractor, C & S Nature Works was contacted and they are agreeable to the reduced scope.

Management recommends awarding the contract to C&S Nature Works of Boiling Springs, SC in the amount of \$214,000. The project will be funded by the collections system rehabilitation fund.

13. REQUEST FOR ANNEXATION – EASTGROUP PROPERTIES

Eastgroup Properties has requested annexation of approximately 58.704 acres of property located off of Tyger River Drive on parcel 5-26-00-013.00. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

Management recommends the Commission approve the annexation request, adopt a resolution giving 90 days' notice to sub-districts, and annex the property effective April 25, 2022.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On January 25, 2022**

WHEREAS, Eastgroup Properties owners of a 58.704-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Tyger River Drive on parcel 5-26-00-013.00 and more particularly shown on the site location map attached hereto as exhibit "A" has petitioned for annexation of this area comprising the aforementioned tract to the Spartanburg Sanitary Sewer District ("the District"); and

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WHEREAS, the petition of the property owner has been accepted by the Commission, the District's governing body (the "Commission"), after finding (a) that the petition was submitted by the property owner of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner within such area proposed to be annexed, (c) that there was attached to the petition a map made on a scale as required by the District, made by a registered licensed surveyor showing, in detail the boundary of the area proposed to be annexed and that all other requirements of the applicable law have been met, and

WHEREAS, the Commission, after having given due consideration to all relevant matters pertaining to the proposed annexation of such area as required by the District's enabling legislation, has determined that such an area should be annexed to the District, and

WHEREAS, in reaching its decision to annex such area, the Commission has taken into consideration the additional waste contributed to the system by such area and present and future expansion of interceptor lines and disposal facilities needed to accommodate and service such area, and it has determined that such consideration does not indicate a probable need for expansion to take care of the sewage needs of such area, and,

WHEREAS, the Commission finds that it should now give written notice of ninety (90) days to the governing body of each of the sub-districts of the District.

NOW, THEREFORE, BE IT RESOLVED that the Commission hereby confirms and ratifies the determinations and findings set out hereinabove, and

BE IT FURTHER RESOLVED that the aforesaid petition be, and it hereby is, accepted by the Commission, and

BE IT FURTHER RESOLVED that the area owned by the aforesaid property owner shown on the map attached to the petition, be annexed to the District effective at the expiration of the ninety (90) days written notice to be given to the governing body of each sub-district of the District, and

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BE IT FURTHER RESOLVED that the Commission will give written notice of ninety (90) days to the governing body of each of the sub-districts of the District of the acceptance of the aforesaid petition and of the decision of the Commission to annex the property shown on the above described map.

BE IT FURTHER RESOLVED that when the annexation becomes effective notice of such annexation shall be given to the Spartanburg County Treasurer, the Spartanburg County Auditor and the Spartanburg County Health Officer.

14. OWNERSHIP AGREEMENT – BAKER GROVE

Mark III Properties, LLC proposes to construct approximately 7,491 linear feet of 8-inch gravity sewer line, one 300 GPM pump station, and 3,200 linear feet of 6-inch force main to provide service to 185 residential lots in the Baker Grove development located off of Old Bethel Road. The sewer line will connect to the existing SSSD infrastructure at the Linden Park development via a new pump station installed with the Baker Grove development. The domestic waste will be treated at the South Tyger River Wastewater Treatment Facility. The developer will bear all costs.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by Mark III Properties, LLC. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

15. OWNERSHIP AGREEMENT – DUNCAN-REIDVILLE ROAD GRAVITY SEWER EXTENSION PROJECT

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Gray Industrial Realty, LLC proposes to construct approximately 4,100 linear feet of 10-inch gravity sewer line to provide service to a commercial tract located off of Duncan-Reidville Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South Tyger River Wastewater Treatment Facility. The developer will bear all costs.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by Gray Industrial Realty, LLC. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

16. OWNERSHIP AGREEMENT – EAST MAIN MEADOWS

South Tyger Properties, LLC proposes to construct approximately 1,190 linear feet of 8-inch gravity sewer line to provide service to 56 residential lots in East Main Meadows subdivision located off of East Main Street in Spartanburg. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Clifton-Converse Wastewater Treatment Facility. SSSD will participate in the off-site sewer construction cost in accordance with the Sewer Extension Policy adopted December 17, 1996.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by South Tyger Properties, LLC. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

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17. OWNERSHIP AGREEMENT – GODDARD SANITARY SEWER EXTENSION

Goddard Construction, LLC proposes to construct approximately 785 linear feet of 8-inch gravity sewer line to provide service to six residential lots located off of Patch Drive near Southport Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. The developer will bear all costs.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by Goddard Construction, LLC. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

18. OWNERSHIP AGREEMENT – MAYFAIR VILLAGE

Mungo Homes Properties, LLC proposes to construct approximately 8,930 linear feet of 8-inch gravity sewer line to provide service to 290 residential lots in Mayfair Village located off of Hayne Street. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. The developer will bear all costs.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by Mungo Homes Properties, LLC. Under the terms of the resolution adopted

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by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

19. OWNERSHIP AGREEMENT – PINE VALLEY PHASE II

Mark III Properties, LLC proposes to construct approximately 15,360 linear feet of 8-inch gravity sewer line to provide service to 434 residential lots in Pine Valley Phase II located off of Hanging Rock Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. The developer will bear all costs.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by Mark III Properties, LLC. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

20. OWNERSHIP AGREEMENT – REGENCY WALK

Holly Drive Properties, Inc., proposes to construct approximately 1,190 linear feet of 8-inch gravity sewer line to provide service to 29 residential lots in Regency Walk located off of Holden Drive. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. The developer will bear all costs.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

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The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District’s attorney and executed by Holly Drive Properties, Inc. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

21. OWNERSHIP AGREEMENT – SIMMONS TRACE

Simmons Trace (SC) Owner III, LLC proposes to construct approximately 2,480 linear feet of 8-inch gravity sewer line, 1,730 linear feet of 6-inch force main and a pump station to provide service to 131 residential lots in Simmons Trace subdivision located off of Anderson Mill Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. The developer will bear all costs.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District’s attorney and executed by Simmons Trace (SC) Owner III, LLC. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

22. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS