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**BOARD
OF
COMMISSIONERS**

**May 02, 2016
7:00 PM
Regular Meeting**

**Historic Courtroom
Courthouse Complex**

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

Special accommodations for the disabled who attend public meetings can be made by contacting the Clerk to the Board 24 hours in advance at 252-338-6363, Ext. 100.

Please turn Cell Phone ringers off during the meeting.

Agenda

**Camden County Board of Commissioners
SCWSD - Regular Meeting
May 02, 2016
7:00 PM
Historic Courtroom, Courthouse Complex**

1. CALL TO ORDER

ITEM 2. PUBLIC COMMENTS

It is requested that comments be limited to (2-3) minutes. The length and number of comments may be limited upon the Chairman's discretion due to scheduling and other issues.

ITEM 3. CONSIDERATION OF THE AGENDA

ITEM 4. OLD BUSINESS (For discussion and possible action)

A. Seymour Production Well

ITEM 5. NEW BUSINESS (For discussion and possible action)

A. Monthly Update

B. Sewer Billing

ITEM 6. CONSENT AGENDA

A. South Camden Water & Sewer District Board of Directors - SCWSD - Regular Meeting - Jan 19, 2016 7:00 PM

ITEM 7. OTHER

ITEM 8. ADJOURN

DIEHL & PHILLIPS, P.A.

CONSULTING ENGINEERS
 1500 Piney Plains Rd., Suite 200
 Cary, North Carolina 27518
 Telephone (919) 467-9972 – Fax (919) 467-5327

WILLIAM C. DIEHL, P.E.
 JOHN F. PHILLIPS, P.E.
 ALAN R. KEITH, P.E.

April 21, 2016

Discussion of Bids

Owner : County of Camden
Engineer: Diehl & Phillips, P.A.
Project : Camden County Water System Improvements Project
Bid Date: April 20, 2016

General:

This project will add one new well to the existing Camden County reverse osmosis water treatment plant. It is anticipated that the proposed well will yield between 200 and 300 gpm from the shallow aquifer identified in the April 11, 2013 GMA test well report.

This project will also extend a 12” raw water main from the existing remote well to the new well.

This work will be accomplished through two separate contracts, which are as follows:

Contract 1: Raw Water Main Extension. Work includes, but is not limited to, construction of approximately 1650 linear feet of 12” PVC water main and appurtenances as well as all clean-up and site repairs. Contract time is 90 consecutive calendar days and liquidated damages are established at \$200.00 per calendar day. This is a unit price contract, and the contractor will furnish 100% payment and performance bonds.

Contract 2: Single Prime Contract for Seymour Production Well. Work includes, but is not limited to, construction of water production well, electrical, and appurtenances as well as all clean-up and site repairs. Contract time is 240 consecutive calendar days and liquidated damages are established at \$200.00 per calendar day. This is a lump sum contract and the contractor will furnish 100% performance and payment bonds.

Attachment: Executed Discussion of Bids (1215 : Seymour Production Well)

Bid Process:

Contract 1: Raw Water Main Extension

Because of the limited size of this contract, it was bid using the informal bid process in accordance with North Carolina General Statutes. Bid documents were sent to three contractors, and a mandatory pre-bid conference was held on April 13, 2016; all three contractors attended. Three sealed bids were received on April 20, 2016 at 10:00 a.m. at the county offices; the bids were opened and read aloud with the following results.

Contractor	Base Bid
Herring Rivenbark, Inc. P.O. Box 3425 Kinston, NC 28502	\$103,047.50
Eastern Carolina Construction, Inc. P.O. Box 128 154 US Hwy. 158E Camden, NC 27921	\$142,808.00
Geo. Raper & Son, Inc. 404 Interpath Parkway Elizabeth City, NC 27909	\$147,586.00

Contract 2: Single Prime Contract for Seymour Production Well

This contract was also bid using the informal bid process as allowed by NCGS. The informal process does not require more than one bid; because of the specialty nature of well drilling, the county agreed that they would prefer to contract with Magette Well and Pump Company due to their expertise and reputation with drilling wells in this part of North Carolina. Bid documents were sent to Magette Well and Pump Company and they attended a mandatory pre-bid conference that was held on April 6, 2016. On April 20, 2016 at 10:30 a.m. a sealed bid was received from Magette Well and Pump Company and was opened and read aloud at the county offices with the following result.

Attachment: Executed Discussion of Bids (1215 : Seymour Production Well)

	Part 1	Part 2	Total
Magette Well & Pump Company 2342 US 13 S Ahoskie, NC 27910	\$12,000.00	\$250,000.00	\$262,000.00

Part 1 of the bid is to drill a pilot hole and electric log it; Part 2 is to drill the production well and construct the well house and appurtenances. Because this was bid as a single prime contract, Magette was required to list the electrical contractor whose price they used in their bid; they listed Pitt Electric, North Carolina license number 7848-U.

This proposed well will have a variable frequency drive (VFD) to control the pump rate, and will be controlled by an addition to the existing Supervisory Control and Data Acquisition System (SCADA). The Part 2 bid includes a \$40,000.00 allowance to purchase the necessary SCADA modifications for this well. Also, because the motor will be driven by a VFD, there is always a chance that power harmonics generated by the VFD can affect the power company’s power grid, in this case Dominion Power. The only sure way to know if harmonics problems will occur is to test after the installation is completed. If problems are detected at that time, the VFD manufacturer can provide additional filtration that can be field retrofitted to eliminate the problem. The project budget below includes \$20,000.00 for this contingency; it is not included in the Part 2 bid.

Project Budget:

Engineer’s Estimate in June 26, 2015 letter to county:

- Contract 1- Raw Water Main: Estimated Construction Cost \$125,000
- Contract 2- Seymour Production Well: Estimated Construction Cost \$250,000
- SCADA: Estimated Cost \$35,000
- Project Contingency (10%) \$40,000
- Construction Phase Engineering Services (Bid, Contract Admin, Observation) \$35,000

Total Estimated Construction Phase Project Cost: \$485,000.00 (June 26, 2015 estimate)

Attachment: Executed Discussion of Bids (1215 : Seymour Production Well)

Project Budget Based on Low Bids Received:

- Contract 1- Raw Water Main: Bid Price \$103,047.50
- Contract 2- Seymour Production Well: Bid Price \$262,000.00 (includes \$40,000 SCADA)
- Project Construction Contingency (10%): \$35,000.00
- Dominion Power Charge: \$30,000.00
- Construction Phase Engineering Services: \$35,000.00
- Power Harmonics Contingency: \$20,000.00

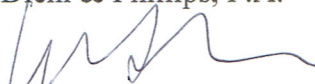
Total Construction Phase Project Costs: \$485,047.50 (Based on low bids received)

Engineers Recommendation:

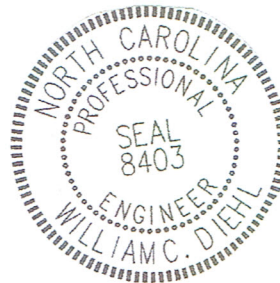
The Engineer recommends award of a unit price contract in the total amount of \$103,047.50 to Herring Rivenbark, Inc. for the construction of Contract 1-Raw Water Main Extension.

The Engineer recommends award of a two part lump sum contract in the total amount of \$262,000.00 to Magette Well and Pump Company for the construction of Contract 2-Single Prime Contract for Seymour Production Well.

Diehl & Phillips, P.A.



William C. Diehl, P.E.



Attachment: Executed Discussion of Bids (1215 : Seymour Production Well)

BID TABULATION
April 20, 2016 10:00 A.M.
County of Camden
Water System Improvements
Contract 1: Raw Water Main Extension

	5% Bid Bond	Base Bid
Eastern Carolina Construction, Inc. P.O. Box 128 154 US Hwy. 158E Camden, NC 27921	Yes	\$142,808.00
Herring Rivenbark, Inc. P.O. Box 3425 Kinston, NC 28502	Yes	\$103,047.50
Geo. Raper & Son, Inc. P.O. Box 1247 404 Interpath Parkway Elizabeth City, NC 27909	Yes	\$147,586.00

Attachment: BID TABULATION (1215 : Seymour Production Well)

BID TABULATION
April 20, 2016 10:30 A.M.
County of Camden
Camden County Water System Improvements
Contract 2: Single Prime Contract for Seymour Production Well

	5% Bid Bond	Part 1	Part 2	Total
Magette Well & Pump Company 2342 US 13 S Ahoskie, NC 27910	Yes	\$12,000.00	\$250,000.00	\$262,000.00

Attachment: BID TABULATION (3) (1215 : Seymour Production Well)

6(a)

BID
CAMDEN COUNTY RAW WATER MAIN EXTENSION
CONTRACT 2: SINGLE PRIME CONTRACT FOR SEYMOUR PRODUCTION WELL
COUNTY OF CAMDEN

Place: Camden County Administrative Offices in the Conference Room
330 East Highway 158
Camden, NC 27921

Proposal of Magette Well & Pump Co., (hereinafter called "Bidder") organized and existing under the laws of the State of NC, doing business as a Corporation. (Insert Corporation, Partnership, Individual as applicable.)

To the County of Camden (hereinafter called "Owner")

In compliance with your Advertisement for Bids, bidder hereby proposes to perform all work for the construction of:

CONTRACT 2: SINGLE PRIME CONTRACT FOR SEYMOUR PRODUCTION WELL

Bidder having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the contract documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

Bidder hereby agrees to commence work under this contract on or before a date to be specified in the written "Notice to Proceed" of the Owner and to fully complete the project within 240 consecutive calendar days after the date to commence work as specified in the written notice to proceed and with this construction time scheduled as explained in Division 1.

By submission of this bid, each bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, that this bid has been arrived at independently, without consultation, communication or agreement as to any matter relating to this bid with any other bidder or with any competitor.

The bidder further agrees to pay as liquidated damages, the sum of \$200.00 for each consecutive calendar day thereafter as provided in the Contract Documents.

Bidder acknowledges receipt of the following Addenda:

Attachment: Magette Bid (1215 : Seymour Production Well)

6(b)

BASE BID

CONTRACT 2: SINGLE PRIME CONTRACT FOR SEYMOUR PRODUCTION WELL
COUNTY OF CAMDEN, OWNER

PART 1:

The bidder agrees to drill a 150' pilot hole, electric log the hole, and submit screen setting recommendations to the Owner for the lump sum amount of:

twelve thousand dollars and no/cents (\$12,000.00)

The Contract 2-Part 1 lump sum bid amount shall be shown in both words and figures. In case of discrepancy, the amount in words shall govern.

The Bidder acknowledges that the Owner may elect not to perform Part 2 of Contract 2 and the contractor will be paid only for Part 1 as full compensation.

PART 2:

Upon completion of Part 1, and upon written notice from the Owner to proceed with Part 2, the bidder agrees to perform all the remaining work as shown on the plans and outlined in the specifications, to furnish all labor, tools, equipment, transportation and all other incidentals necessary for the completion of Contract 2: Single Prime Contract for Seymour Production Well. Work includes, but is not limited to, the construction of production well including site work, general construction, electrical construction as well as all clean-up and site repairs.

This contractor offers a Lump Sum Bid for the complete construction of Contract 2-Part 2, as shown on the plans and in the specifications, in the amount of:

two hundred fifty thousand dollars and no/cents (\$250,000.00)

The Contract 2-Part 2 lump sum bid amount shall be shown in both words and figures. In case of discrepancy, the amount in words shall govern.

TOTAL CONTRACT 2 BID, PART 1+PART 2=

two hundred sixty two thousand and no/cents (\$262,000.00)

The above prices shall include all labor, materials, shoring removal, overhead, profit, insurance, bonds, etc., to cover the finished work of the several kinds called for.

The Total Bid, Part 1+Part 2-lump sum bid amount shall be shown in both words and figures. In case of discrepancy, the amount in words shall govern

+++++

Attachment: Magette Bid (1215 : Seymour Production Well)

6(c)

BASE BID UNIT PRICES

For additions or reductions of quantities of work items from those indicated by the contract drawings as authorized by written instructions from the engineers, the following unit prices shall prevail for the purpose of adjusting the bid amount for Contract 2 Bid:

- 1. Excavation, per cubic yard \$ 5.00 per cubic yard.
- 2. Compacted fill, per cubic yard \$ 15.00 per cubic yard.
- 3. Reinforcing steel, per pound \$ 4.00 per pound.
- 4. Formed concrete, (4,000 psi test),
per cubic yard \$ 300.00 per cubic yard.
- 5. Unformed concrete, including slabs,
(4,000 psi test), per cubic yard \$ 220.00 per cubic yard.
- 6. #57 or #67 washed stone backfill,
in place \$ 40.00 per ton.
- 7. Well Pump Package nameplate
Horsepower adjustment \$ 220.00 per motor nameplate HP
(See Div. 11-A)
- 8. 8" stainless steel well screen, furnished, installed, includes gravel pack, \$ 100.00
per linear foot
- 9. 8" stainless steel well casing, furnished and installed, complete, \$ 75.00 per linear
foot
- 10. Add/Deduct Pump Setting, per foot \$ 20.00 per linear foot

Contractor shall be able to verify these unit prices based upon material quotations, labor wage rates, and equipment rental costs.

Attachment: Magette Bid (1215 : Seymour Production Well)

6(d)

BASE BID MAJOR EQUIPMENT ITEMS

The bidder shall supply the names of the manufacturer of the major equipment items the bidder intends to furnish for the project. These names shall be submitted on the form below, and failure to fill out this form shall be cause to reject the bid as non-responsive. The bidder, in signing this bid, also agrees to the following:

1. The bidder shall only furnish equipment that is approved in the Specification. Any listed equipment which is not approved will result in the bid being rejected as non-responsive.
2. Any increases in structure size, shape, piping, wiring, etc., brought about by a difference in the equipment submitted and the equipment shown on the plans shall be paid for by the bidder.
3. The bidder shall only supply equipment listed below, unless the equipment is rejected by the Engineer, or unless the Engineer approves, in writing, an equipment deviation from that listed below.

ITEM	SPEC SECT	EQUIPMENT	MANUFACTURER
1.	11-A	Submersible Well Pump and Motor	<u>Franklin Electric</u>
2.	16-I	Variable Frequency Drives*	<u>Franklin Electric</u>

* Must be provided by pump supplier

Contractor shall furnish the name of the actual manufacturer of the product, not the name of the sales representative. Furnish the name of only one manufacturer per item.

Attachment: Magette Bid (1215 : Seymour Production Well)

6(e)

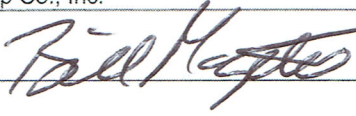
THE BIDDER UNDERSTANDS THAT THE OWNER RESERVES THE RIGHT TO AWARD ON THE BASIS OF OR TO ACCEPT ANY COMBINATION OF CONTRACT PARTS, ALTERNATES, OR BID DEDUCTS AS WILL BE IN HIS BEST INTEREST. OWNER RESERVES THE RIGHT TO CONSIDER THE EFFECT OF THE ADD/DEDUCT UNIT PRICES ON THE FINAL PROJECT PRICE IN AWARDING THIS PROJECT. THE OWNER RESERVES THE RIGHT TO REJECT ALL BIDS.

The Bidder agrees that this bid shall be valid and may not be withdrawn for a period of 90 calendar days after the scheduled closing time for receiving bids.

Upon receipt of written Notice of Acceptance of the Bid, Bidder will execute the formal contract attached within 15 days and deliver a Surety Bond or Bonds as required by the General Conditions.

This bid respectfully submitted April 20, 2016 (date).

Contractor: Magette Well & Pump Co., Inc.

Title: President 

Address: 2342 US HWY 13 South
Ahoskie NC 27910

Contractor License Number: 30271

Phone Number: 252-332-2265

ELECTRICAL CONTRACTOR

If a single prime contract is awarded, the electrical work will be constructed by Pitt Electric, North Carolina electrical license no. 7848U.

Failure to complete the blanks above will result in the bid being rejected as non-responsive.

Attachment: Magette Bid (1215 : Seymour Production Well)

6(f)

Subcontractors

The contractor proposes to use the following subcontractors on this project. See Supplemental General Conditions, Article 6 regarding the use of subcontractors.

- _____
Pitt Electric
- _____
Richards Excavating
- _____
- _____
- _____

Attachment: Magette Bid (1215 : Seymour Production Well)



**South Camden Water & Sewer District Board of Directors
AGENDA ITEM SUMMARY SHEET**

New Business

Item Number: 5.A
Meeting Date: May 02, 2016
Submitted By: David Credle, Public Works Director
Public Works
Prepared by: David Credle

Item Title Monthly Update

Attachments: April (DOCX)

Summary: Monthly update to the Board of water/sewer work completed.

Recommendation: Approval

South Camden Water & Sewer Board
Monthly Work Order Statistics Report
Period: April 2016

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water Collection/Distribution	55	55	100%	0
Sewer	1	1	100%	0

Locates:

Water Line: 43

Sewer Line: 6

Water & Sewer, same ticket: 11

Public Works Director Notes/Comments:

Ten work orders have been reviewed this month for accuracy.

Attachment: April (1212 : Monthly Update)



**South Camden Water & Sewer District Board of Directors
AGENDA ITEM SUMMARY SHEET**

New Business

Item Number: 5.B
Meeting Date: May 02, 2016
Submitted By: David Credle, Public Works Director
 Public Works
 Prepared by: David Credle

Item Title **Sewer Billing**

Attachments: Sewer Billing letter (DOCX)
 RE Billing (MSG)

Summary: Make sewer billing policy consistent.

Recommendation: Approve

April 15, 2016

South Mills Water Association
Wayne Raper

RE: Sewer Billing For South Mills Village

Wayne,

As you know when the wastewater system was proposed for the South Mills Village, residents were asked not to sign-up for a connection if they didn't intend to use it. As a deterrent the residents were told that if they signed up, they would be billed for the sewer service whether they actually used it or not. The purpose of the project was to remove as many failing systems as possible from the area. However some residents signed up for the sewer and aren't using it and have been paying the minimum monthly charge. For consistency purposes, we would like to start billing South Mills sewer customers under the same policy used for the Camden Village Area.

If a customer has a sewer connection on the property and they don't have a water service, however water is supplied by private well, they pay an average usage sewer bill based on customer consumption. **This was allowed in one situation in the Camden Village Sewer Project, however is no longer allowed. This customer pays a bill based on the average sewer bill of the other Camden Village sewer customers.**

If a customer has a sewer connection on the property, and they have an active water service, they pay a water/sewer bill based on water consumption.

If a customer has a sewer connection on the property, and they have an inactive water service (and no private well) they don't receive a water/sewer bill until the water service becomes active.

Please give me a call if I can answer any questions.

Sincerely,

David Credle
Camden County Public Works

Attachment: Sewer Billing letter (1214 : Sewer Billing)

Angela Wooten

From: Mike Renshaw <mrenshaw@camdencountync.gov>
Sent: Friday, April 15, 2016 4:09 PM
To: 'David Credle'
Subject: RE: Billing
Attachments: Sewer Billing letter.docx

Just a couple recommended edits (and a question in red text)...otherwise looks OK to me. Don't want to create too much out of this, but it might be a good idea to present your recommendation to the SCWSD Board at the next meeting (May 2) unless you feel it's necessary to implement this sooner.

From: David Credle [<mailto:dcredle@camdencountync.gov>]
Sent: Friday, April 15, 2016 3:01 PM
To: Mike Renshaw
Subject: Billing

Mike,
Would you review the letter for South Mills Village sewer billing and make comments?
Thanks

David Credle
Public Works Manager
Camden County
P.O. Box 190, 330 E. Hwy 158
Camden, NC 27921
Phone: 338-6363 x 105
Cell: 252-207-6874
dcredle@camdencountync.gov

Attachment: RE Billing (1214 : Sewer Billing)