REQUEST FOR BOARD ACTION

ITEM NO. 15.

DATE OF MEETING: September 15, 2014

REQUESTED BY: Michael G. Mack, Utilities Director

SHORT TITLE: Resolution to Approve a Professional Services Agreement with Southeastern Response & Remediation (SR&R) Environmental for Pump and Haul of Influent Wastewater from Pender County Phase 1 Wastewater Treatment Plant Equalization Basin to the Wallace Wastewater Treatment Plant During the Phase II Construction and Authorize the Issuance of an estimated Purchase Order for the service.

BACKGROUND: Pender County is contractually required to accept up to 80,000 gallons per day of wastewater flow from Acme Smoked Fish beginning October. 1, 2014 until such time as the Pender County wastewater treatment plant is operational. Informal bids were received on September 3, 2014. Four bids were received and the Bid Opening Summary is attached. The apparent responsive and responsible low bidder was SR&R Environmental with a quoted fee of $0.0544 per gallon.

In order to requisition a Purchase Order for these services, funds must be transferred from the Wastewater Capacity Fee Revenue line item to the Wastewater Capacity Fee Contract Services Expense line item

SPECIFIC ACTION REQUESTED: To approve a professional services agreement with SR&R Environmental for pump and haul of influent wastewater from the Pender County Phase 1 wastewater treatment plant equalization basin to the Wallace wastewater treatment plant until such time as the Pender County wastewater treatment plant is operational; approve the accompanying Budget Ordinance Amendment; and authorize an estimated Purchase Order for 15 months of service in the amount of $1,148,928.

COUNTY MANAGER'S RECOMMENDATION

Respectfully recommend approval.

Initial

RESOLUTION

NOW, THEREFORE BE IT RESOLVED by the Pender County Board of Commissioners:

that a professional services agreement with SR&R Environmental is approved for pump and haul of influent wastewater from the Pender County Phase 1 wastewater treatment plant equalization basin to the Wallace wastewater treatment plant until such time as the Pender County wastewater treatment plant is operational; the accompanying Budget Ordinance Amendment is approved, and an estimated Purchase Order is authorized.

Wastewater Capacity Fees	59-404500	$1,148,928

The Chairman/County Manager is authorized to execute any document necessary to implement this resolution.

AMENDMENTS:

MOVED_____ SECONDED_____

APPROVED_____ DENIED_____UNANIMOUS

YEA VOTES: Brown ___ Tate ___ McCoy ___ Ward ___ Williams ___

_____ 09/15/14

David Williams, Jr. Chairman Date

_____ 09/15/14

ATTEST Date

SR&R ENVIRONMENTAL

September 3, 2014

Margaret Gray, Project Manager
PENDER COUNTY UTILITIES
605 E. Fremont St.
Burgaw, NC 28425

Subject: IFB Number 2014-009-001
Pump and Haul Influent Wastewater from the Pender County Phase 1 WWTP Basin to the Wallace WWTP
Bid acceptance date/time – September 3, 2014, 2:00PM EDT

Dear Ms. Gray:

In response to the subject invitation for bid, we are pleased to present the enclosed proposal for services to Pender County Utilities.

Our base bid proposal meets your specifications without exception. In addition, we also present information on a value-added alternate bid which would save the County over $370,000 over the potential twenty month term of the contract.

We hope you find our proposal complete and to your satisfaction and that SR&R may be favored with the Pender County contract for these services. Should there be any questions or concerns that necessitate further discussion or clarification, please do not hesitate to contact me via email jshannon@srrenviro.com or directly on cellular 910-777-9446.

Sincerely,

SR&R ENVIRONMENTAL, INC.

James P. Shannon, P.E.
V.P., Program Development

JPS/me
Encl.

PO Box 221 Wilmington, NC 28402 Tel : 1.800.310.6757 Local : 910.763.6274 Fax: 910.763.6132
Please visit our new site! www.srrenviro.com

SR&R ENVIRONMENTAL

TAB 2: APPROACH TO PROJECT

A. Program Management

SR&R will approach this project with the same diligence and professionalism with which it approaches any project for its many satisfied clientele. Specifically, we would plan the services to PCU in the following manner after award:

- ✓ Conduct an in-house project kick-off meeting with senior management personnel [program development, operations manager, executive officer, administrative manager, and senior field supervisor(s)] to insure all the details of the client specification are fully understood and implemented from Day One in the execution of the contract.
    - Review of technical requirements
    - Equipment and staff assignments
    - Documentation requirements
    - Health & Safety
    - Administrative requirements
- ✓ From this point going forward, the Operations Manager will have primary responsibility for implementing the project requirements, including, but not necessarily limited to:
    - Equipment scheduling
    - Driver scheduling
    - Maintaining transport records
    - Directing invoice procedures
- ✓ On a regular monthly basis, and otherwise on an as-needed basis, the senior management team will review the progress of the program and provide input to operations management to recognize any potential concerns in advance and take the necessary actions to insure uninterrupted and professional execution of the program tasks.

B. Understanding of the Program Requirements

In short summary, the objective of this program is to efficiently haul accumulated wastewaters in the PCU EQ basin at the Pender Commerce Park (the Park) to the Wallace WWTP while the completion of Phase 2 of the PCU wastewater treatment facility in the Park takes place and that facility is then commissioned to service and accept wastewaters from the Park tenants.

SR&R ENVIRONMENTAL

C. Equipment and Staff Utilization

SR&R employs trained and certified personnel with Commercial Class A Driver's License (CDL) credentials with normal and customary training related to the environmental concerns of our business. This includes, but not necessarily limited to, loading and unloading techniques, spill prevention procedures, spill containment procedures, emergency response policies, record keeping, and above all, client service.

Based on a conservative load capacity of 5500 gallons per round trip route, we estimate the need to execute 15 trips per day from the Park to the Wallace WWTP to handle the anticipated generation of 80,000 GPD from the Acme Smoked Fish facility. The round trip between the EQ Basin in the Park to the WWTP at 851 Old Wilmington Road is 71.6 *navigable truck miles* via Routes 421, 117 and 11. Conservatively, the on-road time for this route is 1 hour and 40 minutes. An alternate route has been identified using I-140 and I-40 which takes about the same amount of time but is 83.6 miles round trip.

Using a fill rate from the EQ Basin pump of 900 GPM, a tanker could theoretically be loaded in less than 7 minutes. Being realistic, however, we would conservatively estimate a total of about 20 minutes from the time the operator passes through the gate at the Park EQ Basin until he/she departs through that same gate to allow for tractor/tanker maneuvering, safe and secure connect and disconnect, loading, and record keeping.

The gravity dump into the SSMH located within the Wallace WWTP facilities will take approximately 18-20 minutes through a 4" discharge connection, but again allowing reasonable time for site ingress/egress, unloading, and hose connection/disconnect we conservatively estimate this time to be 45 minutes total.

Taking all factors into account, each round trip between the Park and the Wallace WWTP will take a conservative total of 2 hours and 45 minutes. In a slightly extended workday, and starting each day with their daily safety inspection at our headquarters' yard on Highway 421, just slightly more than one mile south of the Park, each tanker would embark to make as many round trips as possible considering time constraints and unloading interferences, i.e., others dumping to the same manway at Wallace WWTP or multiple tankers of our own in queue waiting to discharge. Their start times would be staggered so that the first loadings would be at 0800, 0820, 0840, 0900 and 0920, respectively. The last truck may only need to take one or two (or maybe no) loads, depending upon the daily volumes. Based on the previously calculated need of up to 15 trips per day this equates to the need for a 4+ "truck shifts" per day, so a fifth truck would be rotated in service, if needed, for a partial or full day to make the other runs if required.

We feel compelled to mention at this point that it is going to be <u>critical</u> that tankers are staged properly to keep them from stacking up in queues and wasting time waiting, and wasting resources by not hauling. We structured and studied several different staging scenarios ranging from more spacing to avoid interferences to adding more tankers to the route. Adding *too* many tankers potentially created

conflicts at the loading facility, not to mention almost assured congestion at the unloading facility. After all was consider we determined that the most cost-effective approach for maximized resource utilization would be with 4+ tankers in a 20 minute staggered-start. Yes, there may be some stand-by time in queue later in each day assuming not more than two trucks can unload at the same time, but since the Wallace WWTP is open to receive after normal business hours we prefer to be sure the tankers have optimized their utilization by getting as many loads as possible before the Pender County gates close down at 5:00PM. A graphic representation of the haul schedules is included as Exhibit #3 at the end of this proposal document.

Value added alternate scenario...

If equipment were optimized to run around-the-clock with 3 drivers each working 8-hour shifts, a single tanker/tractor could execute as many as 8 trips per 24 hour day and carry almost 60% of the anticipated daily requirement, thus instead of needing 4+ tankers to complete the assignment we would only need "less than" 2.

Since the loading dock will have a remote start/stop station, and the meter readings are electronically logged for PCU and manually logged by our driver, and the facility is monitored by CCTV, the SR&R drivers should be able to initiate and control the pumps for loading without PCU operations in attendance.

In addition to attractive cost savings, the rotation of only two tankers 24 hours/day virtually eliminates concern over multiple tankers and other Wallace WWTP clients in queues waiting to utilize the single SSMH discharge point (see Haul Schedule graphic in Exhibits).

The current fleet of SR&R equipment includes three (3) nominal 6000-gallon vacuum tankers and road tractors. Granted, we have other client demands that routinely press any of these tanker/tractors into service, but it is not unrealistic that one tanker/tractor set be dedicated as the "fifth tanker" to make the anticipated two runs each day for Pender County. Through our network of resources and heavy equipment suppliers, the primary four tankers would be secured through intermediate-term leases and they and their drivers would be dedicated to the PCU project. The Company has investigated and identified and already negotiated equipment lease rates and availabilities pending being honored with the Pender County contract. We have also surveyed the market for the potential need to hire a few additional Class A CDL operators and have identified that within the current Wilmington area labor pool these personnel are readily available for hire on short notice.

Value added alternate scenario...

If equipment was optimized to run around-the-clock we now only need two sets of tanker/tractors dedicated to the PCU program and in an emergency could

supplement the needs of the PCU project with SR&R-owned tankers that are not normally committed to other projects during "off-hours."

In short summary, SR&R possesses the in-house resources and the identified network of over-the-road equipment suppliers and operators to execute the PCU contract and if the business climate dictates, quickly secure additional equipment and personnel to keep the contract serviced without concern.

Value added alternate scenario...

This option presents a cost savings of over $357,000 to Pender County Utilities over the 20 month potential contract term.

D. Project Administration

Many organizations may believe that project administration basically just revolves around an invoice, but at SR&R we recognize that complete project administration involves ensuring that *all* program deliverables are accurate and complete. To that end, our in-house project kick-off meeting will concentrate of the structure and format of all deliverables, including but not necessarily limited to, driver record keeping, generation of manifest system documents, and, of course, accurate invoices.

Assuming the EQ basin pump station meter system has an electronic data output, we would be most interesting in working with the PCU staff to see how this output could be utilized to provide a unified format and electronically-verified data "untouched by human hands" that would result in unquestioned accuracy of the manifest system documentation. If favored with this contract we would welcome the opportunity to discuss these outputs and formats with PCU to provide a meaningful weekly report as required in IFB Paragraph 3.14.2.

TAB 3: REFERENCES

As dictated by the Addendum issued August 22nd, this item has been deleted in its entirety.

Project/Contract references are included as requested using Appendix A.2 Submission Forms and are posted in Tab 5 or this proposal response.

9. BID FORM

Invitation for Bid –
IFB Number: 2014-009-001

Pump and Haul Influent Wastewater from Pender County
Phase 1 WWTP EQ Basin to Wallace WWTP

September 3, 2014 at 2:00 p.m. (Eastern Time)

1. Pump and Haul

Rate per gallon = $ 0.0544
With hauling operations provided Monday through Friday, 8 am to 5 pm, and the ability to haul 80,000 GPD.

(The rate per gallon shall be a firm-fixed price and will not be subject to any additional charges, i.e. fuel surcharges, delay charges, etc. unless approved in advance by Pender County Utilities in writing. The per gallon cost is inclusive of all costs required to pump and haul from the Pender County WWTP EQ basin to the Wallace WWTP or vice versa in the case of rejected loads.)

2. Receipt of Addenda Acknowledgement

Number: 1 Date: August 22, 2014
Number: _____ Date: _____
Number: _____ Date: _____

By: SR&R Environmental, Inc.
(Business name)

4920 Highway 421 North, P.O. Box 221, Wilmington, NC 28402
(Business address)

office (910) 763-6274 *** cell (910) 777-9446
(Business telephone)

James P. Shannon, P.E.
(Name and signature of person authorized to sign)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is the
_____Day of September, 2014

OWNER:

PENDER COUNTY UTILITIES

By: _____

Title: _____

Date Signed: _____

Address for giving notices:

_____

_____

_____

Designated Representative:

Name: _____

Title: _____

Phone Number: _____

Facsimile Number: _____

E-Mail Address: _____

SERVICE CONTRACTOR:

SR&R ENVIRONMENTAL, INC.

By: _____

Title: _____

Address for giving notices:

_____

_____

_____

Designated Representative:

Name: _____

Title: _____

Phone Number: _____

Facsimile Number: _____

E-Mail Address: _____

BUDGET ORDINANCE AMENDMENT TITLE: Authorization to transfer Budgeted Line Item Funds

Introduced by: Bob Murphy, Interim County Manager Date: 2014-09-15 Item #: _____

Fund: WW Capacity Fees - # 59 Department: PCU Division: _____

PENDER COUNTY, NORTH CAROLINA

FY 14-15 Budget Amendment # _____ Date Approved: _____

Appropriations

REVENUES		EXPENDITURES	
Increase: ☒	**Decrease:** ☐	**Increase:** ☒	**Decrease:** ☐
Account # and Title	Amount	Account # and Title	Amount (leave off $ sign)
59-330100		59-404500	
Water/Wastewater Capacity Fees	$1,148,928.00	Contracted Services	$1,148,928.00
Total:	$1,148,928.00	Total:	$1,148,928.00

Reason and Justification for Request:

Funds are required in the Contracted Services Expense Line Item of Fund # 59 to award a service contract to SR&R for the Pump & Haul Services associated with Phase II or the Pender Commerce Park Wastewater Treatment Facility. Funds are available in the Wastewater Capacity Fee Revenue Line Item.

Dept Mgr. Approval: Michael G. Mack	Date: 2014-09-15	Finance Officer Approval:	Date:	Budget Officer Approval:	Date:

Board Approval (When Applicable) Item # Date of Minutes

Email to Finance | Revision 8.4 (8/13/08) | Print Department Copy

PENDER COUNTY UTILITIES

Pump and Haul Influent Wastewater from the

Pender County Phase 1 WWTP EQ Basin to the Wallace WWTP

Bid Opening

Sept. 3, 2014 – 2:00 PM

BIDDER	PER GALLON
SR&R Environmental PO Box 221 Wilmington, NC 28402	$0.0544
Bio-Nomic Services, Inc. 516 Rountree Rd. Charlotte, NC 28217	$0.0689
Lewis Farms & Liquid Waste, Inc. 8155 Malpass Corner Rd. Currie, NC 28435	$0.0625
Aragona Brothers, Inc. 112 Scientific Lane Jacksonville, NC 28540	$0.0625