

CLAYTON COUNTY WATER AUTHORITY
Regular Board Meeting
Zoom Meeting

Present at the meeting were: Chairman Robin Malone, Secretary/Treasurer Rodney Givens, Board Member Mike Thomas, Board Member John Chafin, Board Member Dr. Cephus Jackson, Board Member Emma Godbee, General Manager H. Bernard Franks, Assistant General Manager Teresa Worley, Assistant General Manager Keisha Thorpe, Legal Counsel Winston Denmark, Executive Coordinator Rhonda Maxwell and other CCWA staff and visitors. Absent: Vice Chair Marie Barber.

Invocation

Robin Malone introduced Senior Engineering Technician Michael Shinn to perform the invocation.

Adoption of Agenda

UPON MOTION by Rodney Givens and second by Dr. Cephus Jackson it was unanimously

RESOLVED to amend the agenda to insert Election of Officers as Item A and remove Item C Advanced Metering Infrastructure (AMI) Task Order Recommendation under New Business.

UPON MOTION by Dr. Cephus Jackson and second by Mike Thomas it was unanimously

RESOLVED adopt the amended agenda to insert Election of Officers as Item A and remove Item C Advanced Metering Infrastructure (AMI) Task Order Recommendation under New Business.

Approval of Minutes

Chairman Robin Malone called for any omissions or additions to the Minutes of the Regular Board Meeting held on December 2, 2021.

UPON MOTION by Dr. Cephus Jackson and second by Mike Thomas, it was unanimously

RESOLVED to approve the Minutes of the Regular Board Meeting held on December 2, 2021.

Financial and Statistical Reports

Finance Director Allison Halron reviewed the financial information distributed to the Board for the period ending November 30, 2021. Information only, no action taken.

New Business

Election of Officers: Chairman of the Board Robin Malone presented a recommendation to elect Officers of the Board.

UPON MOTION by Dr. Cephus Jackson and second by Emma Godbee, it was unanimously

RESOLVED to retain Robin Malone as Chairman of the Board, Marie Barber as Vice-Chair of the Board and Rodney Givens as Secretary/Treasurer of the Board for Calendar Year 2022

Annual Contract for Janitorial Services Proposal Recommendation: General Services Director Brent Taylor presented a recommendation for an Annual Contract for Janitorial Services.

CCWA utilizes an outside janitorial service for nine (9) CCWA facilities. These facilities include HQ Campus (5 buildings), Forest Park Office, Shamrock CUB, JW Smith CUB and the Wetlands Center with a total square footage of 66,991. The scope of services includes, but not limited to, trash removal, floor care, cleaning of restrooms, offices, workspaces, conference, training rooms, public entrances, lobbies, reception areas, hallways, breakrooms, stairwells, and elevators.

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On September 29, 2021, CCWA advertised a request for proposal for Janitorial Services Annual Contract. The evaluation criteria are illustrated in Exhibit 1.

Exhibit 1 – Proposal Evaluation Criteria

Item	Criteria	Points
1	Qualifications and Experience	20
2	Business Practices and Approach	20
3	References	10
4	Cost Proposal	50

	Total Possible Points	100
5	SLBE Preference Points	0-10
	Maximum total Points with SLBE	110

On November 2, 2021, staff opened proposals from twelve (12) proposers. The selection team evaluated the proposals. Cost was evaluated separately, and Exhibit 2 summarizes the results.

Exhibit 2 – Proposal and Cost Evaluation Results

Item	Vendor	Points	Rank
1	Building Maintenance Services, Inc.	95.65	1
2	Good Success Company, Inc.*	83.96	2
3	Walker Building Service, LLC	81.18	3
4	Intercontinental Commercial Services, Inc.	73.76	4
5	Imagann Facility Support Services, Inc.*	69.61	5
6	Dream Team, Inc.**	57.86	6
7	GA P Management LLC	52.36	7
8	Complete Facility Services, LLC*		Non-responsive
10	Klean Girl with a Bucket, LLC		Non-responsive
12	Unique Global Services, LLC		Non-responsive
11	Onyx Resource Management, Inc.		Non-responsive
9	High-End Quality Enterprise, LLC		Non-responsive

*Received SLBE points - *7.5 and **10 points*

Recommendation:

CCWA staff recommended awarding the Janitorial Annual Service Contract to Building Maintenance Services, Inc in the amount of \$54,496.05. The basis of the award recommendation is based on the - unit pricing as show on the proposal cost tabulation. The terms of this contract will be from February 1, 2022, through January 31, 2023. This contract may be renewed by mutual consent of all parties for a second and third year with no changes in terms, conditions, or prices. This award is contingent upon the successful proposer meeting bond requirements, risk management requirements and executing the contract as well as the Board authorizing the General Manager to sign the contract.

UPON MOTION by Dr. Cephus Jackson and second by Rodney Givens, it was unanimously

RESOLVED to award the Janitorial Annual Service Contract to Building Maintenance Services, Inc in the amount of \$54,496.05 based on the - unit pricing as show on the proposal cost tabulation. The terms of this contract will be from February 1, 2022, through January 31, 2023. CCWA Board authorizes General Manager to sign the contract.

HQ Warehouse A&B Bid Recommendation: Risk Management Director Karen Riser presented a recommendation to pressure wash Headquarters Building A & B.

Headquarters' Building A and B are in critical need of pressure washing and waterproofing. This project will focus on the exterior of each building.

The work to be performed under the contract will generally include:

1. Power washing the walls, stone windowsills, and related masonry surfaces on two buildings at the complex.
2. General sealant work. Seal all joints associated with roof replacement.
3. Remove any stains from all exposed exterior wall surfaces, caused by reroofing or waterproofing operations.
4. Sequence work to minimize traffic over installed work. No storing or transporting materials over installed work is permitted.
5. Each area shall be completed, including all flashings are trim, prior to moving to the next area.

Bid Summary

- Legal Advertising in local paper for four (4) weeks- October 13- November 3, 2021
- SLBE Bid Discount of 10% was offered
- Non-mandatory pre-bid meeting – November 11, 2021
- Non-mandatory site visit- November 12, 2021
- Bid opening- December 2, 2021
- Four (4) bids were received
- Bid award is based on base lump sum price

	Ideas Painting, LLC	J.J. Morley Enterprises, Inc.	Ketom Construction Co. Inc. dba Southern Preservation Systems	Metro Waterproofing, Inc.
LUMP SUM	Non-Responsive	\$ 224,490.00	\$ 185,590.00	\$ 119,056.00
Additional Unit Price Items as Needed				
Masonry Joint Truck Pointing - 100 lin. Ft.		\$1,500.00	\$860.00	\$500.00
Masonry Joint Truck Pointing - lin. Ft.		\$15.00	\$8.60	\$5.00
Sealant Joint Replacement 5/8" min - lin. Ft.		\$8.00	\$8.41	\$5.62

****NONE OF THE BIDDERS ARE SLBE CERTIFIED****

Recommendation:

CCWA staff recommended awarding the bid to Metro Waterproofing, Inc in the amount of \$119,056 and the unit prices on an as needed, when needed basis which will be authorized by a change order. This award is contingent on the bidder meeting risk management requirements, and bonds, as well as the Board authorizing the General Manager to sign the contract.

UPON MOTION by Dr. Cephus Jackson and second by Mike Thomas, it was unanimously

RESOLVED to award the bid to Metro Waterproofing, Inc in the amount of \$119,056 and the unit prices on an as needed, when needed basis which will be authorized by a change order. This award is contingent on the bidder meeting risk management requirements, and bonds, as well as the Board authorizing the General Manager to sign the contract.

Updates from the Board Members and General Manager

Legal Counsel Winston Denmark provided an update on the amended H.R Policy Manual, section 1.13 Employment of Relatives.

Motion by Mike Thomas, second by Dr. Jackson Cephus Jackson to approve the amended revisions to the H.R Policy Manual. Vote unanimous.

Customer Accounts Director Rodney Perkins provided an update on the Affordability Program and funding. Information only, no action taken.

Purchasing Manager Marcia Jones provided an SLBE Program Update. Information only, no action taken.

Sustainable Water & Planning Engineer Kim Shorter provided an update on the Green Infrastructure Parking Lot Grant Project. Information only, no action taken.

Water Production Director Coty McDaniel provided an update on the Aluminum Sulfate (Alum) price adjustment. Information only, no action taken.

General Manager H. Bernard Franks provided an update on upcoming Design Build and Ace Conference. Information only, no action taken.

Adjourn

UPON MOTION by Rodney Givens and second by Dr. Cephus Jackson it was unanimously

RESOLVED to adjourn the Board Meeting at 2:51 p.m., there being no further business to come before the Board of Directors.

Robin Malone

Robin Malone (Feb 4, 2022 13:28 EST)

Robin Malone, Chairman

RCG

Rodney C Givens (Feb 1, 2022 14:51 EST)

Rodney Givens, Secretary/Treasurer