

CHATHAM COUNTY PURCHASING DEPARTMENT

ADDENDUM NO. 2 TO RFP # 14-0122-7

FOR: Sale of Chatham County Water and Sewer System

PLEASE SEE THE FOLLOWING ADDITIONS, CLARIFICATIONS AND/OR CHANGES:

1. **Question:** Would the County provide a listing of personnel, titles & duties, current salaries, and any obligations/benefits currently provided to the staff?
Response: Yes, James Curry, W/S Tech II - \$32,095, Robert Hicks, Water Meter Technician- \$24,420, David Mills, W/S Tech I - \$27,664, Edward Right, W/S Tech I - \$29,266 Felecia Cuthpert-Chapman, Accountant I - \$40,643, Linda Sams, Sr. Accounting Tech - \$42,661, Tonya Williams, Sr. Accounting Tech - \$38,813, Shirlene Mitchell, Accounting Tech I - \$31,096
Benefits are calculated at 56% of gross salary and include health insurance, life insurance, disability insurance, defined benefit pension (10 year vest, 3.5% employee contribution) and retiree health insurance upon retirement.
2. **Question:** Would the County provide employment histories for the staff, including any disciplinary actions, degrees, certifications, etc.?
Response: Yes, but not at this time.
3. **Question:** Would the County provide information as to which employees are retirement/pension eligible, or will be eligible in the next 3 years?
Response: Yes, but not at this time
4. **Question:** Are there any existing contracts that must be honored with regards to operating the water or sewer systems? What are the terms or may we have copies?
Response: Copies of existing contracts were included in the proposal package.
5. **Question:** Are there any intergovernmental agreements that must be honored with regards to the water or sewer systems?
Response: Copies of intergovernmental agreements were included in the proposal package.
6. **Question:** Will all property transfer in fee-simple title, or will other types of title be required on certain assets?
Response: The title will be conveyed either by fee simple or bill of sale.
7. **Question:** Would the County provide a listing of all of the wastewater meter flows, at all locations, for the past 24 months?
Response: Wastewater Meter Flows document is located with the proposal document on the Purchasing and Contracting website at purchasing.chathamcounty.org

8. **Question:** Would the County provide a listing of water meter flows for all wells/sources for the past 24 months?
Response: Water Meter Flows document is located with the proposal document on the Purchasing and Contracting website at purchasing.chathamcounty.org.
9. **Question:** May proposer have a copy of the sewer infiltration report when it becomes available?
Response: Available for review
10. **Question:** What is the current estimate (%) for infiltration flows?
Response: Current estimate is unknown.
11. **Question:** Would the County provide a summary of the electric bills for each well and lift station for the past 12-24 months?
Response: Electric bills for each well and lift station are not compiled. Utility costs are shown in the budgets.
12. **Question:** Currently, what is the County's policy as to where the customers' responsibility begins/ends vis-à-vis the sewer collection system?
Response: Customer responsibility begins at the connection with the sewer main and extends to and through the building.
13. **Question:** What type of pipe construction (materials) exist in each of the water systems?
Response: Pipe construction materials varies: PVC, galvanized metal and ductile iron.
14. **Question:** What type of pipe construction (materials) exist in each of the sewer systems?
Response: Pipe construction materials varies: PVC, asbestos cement, terra cotta and ductile iron.
15. **Question:** What type of alarm/alerting devices are on the sewer systems (lift stations alarms, etc.) that will come with the assets?
Response: Alarm devices that will come with the assets are Omni dialers.
16. **Question:** Which water systems have emergency generators, or other emergency back-up connections that come with the assets? (please give details)
Response: All have fixed generators (Cummins South genset) or PTO motors. A few systems have both.
17. **Question:** Which sewer systems have emergency generators, or other emergency back-up connections that come with the assets? (please give details)
Response: All have backup connections and by pass connections. Central Avenue LS has fixed generator. Runaway Point and Winterberry have Thompson fixed by pass pumps.
18. **Question:** What is the non-revenue water ratio for each system (water pumped v. water billed)?
Response: Approximately 8 percent.

19. **Question:** Are there any water or sewer maintenance or operational issues that need immediate attention?
Response: The Glen of Robin Hood water system needs a new motor. Currently staff is waiting on the quotes. 2. The Runaway Point Well needs a new motor and new controls. 3. The Pine Barren WWTP needs two 5HP Aerators, two new pumps and motors and control panel for the storage pond.
20. **Question:** Will the County provide current as-built plans for each of the water and sewer systems?
Response: All as-builts on file are available to review at the County Engineer's office.
21. **Question:** What type of chlorination or other treatment is performed at each source of water?
Response: Chlorine and fluoride are injected.
22. **Question:** What (if any) portable emergency equipment is included in the sale of the assets?
Response: None
23. **Question:** What (if any) equipment is included in the sale of the assets (tools, trucks, computers, radios, cell phones, meter reading equipment, earth moving equipment, etc.)?
Response:
- Miscellaneous parts estimated at \$3,000 includes meter boxes, lids, etc.
 - Five count of 16" Cla-val butterfly valves
 - Two count of 16" Cla-val Automatic Control Valves
 - Two count of 20" Electronic Main Line Meters
 - Two count of Hand Held Neptune Meter Readers
 - 2004 Ford F150 with 177,909 miles (unit #103)
 - 2008 Ford F150 with 77,945 miles (unit #104)
 - 2007 Ford Ranger with 120,206 miles (unit #114)
 - 2002 portable Shamrock Sewer Jet (unit #50)
24. **Question:** Is the county currently operating under any NOVs or Consent orders?
Response: No
25. **Question:** What lab services and vendor does the County use for its laboratory tests?
Response: Services being rendered by Florida Spectrum Environmental Services, Inc. under Annual Contract # 12-0005-7. A copy of that contract is located with the proposal document on the Purchasing and Contracting website at purchasing.chathamcounty.org.
26. **Question:** Is there a lab contract in place and what are the terms?
Response: See response to Question 25.
27. **Question:** May we have a list of all of the County's permits with EPD, including Water System Operating Permits, Groundwater Use Permits, and sewer permits?

Response: Refer to Sections 5.3.1 and 5.4.1 of the solicitation

28. **Question:** Are AR balances and customer deposit balances included in the sale of the assets?
Response: Yes, the deposits and accounts receivables on current active customers are included.
29. **Question:** If AR balances are included with the assets, may we have an aging report for them?
Response: Yes
30. **Question:** May we have the most current trial balance?
Response: Yes, Current Trial Balance is located with the proposal document on the Purchasing and Contracting website at purchasing.chathamcounty.org.
31. **Question:** Are there any debt instruments that will balloon upon the sale of the assets?
Response: No
32. **Question:** Why are the expenses in Modena so great for the 2013 year? What are the "Other Costs" that total \$673,176?
Response: That was an input error. A cost was incorrectly shown as \$650,000.00 that should have been \$650.00.
33. **Question:** What comprises the "Other Costs" listed in the Glen of Robin system for 2013?
Response: Glen of Robin System 2013 is located with the proposal document on the Purchasing and Contracting website at purchasing.chathamcounty.org.
34. **Question:** What are the annual sewer treatment expenses paid to the city (end of year totals) for FY 2012, 2013, 2014?
Response: 2012 - \$987,594.23; 2013 - \$1,242,473.23; 2014 - \$731,008.75 It appears that amounts were accrued back to 2013, which made 2013 too high and 2014 unnaturally low. The average is closer to \$987,000.
35. **Question:** May we have a breakdown of how much of the sewer charges are assessed for sewage collected around Glen of Robin, versus sewage collected near Runaway Point?
Response: Scanned bills are located with the proposal document on the Purchasing and Contracting website at purchasing.chathamcounty.org.
36. **Question:** What are the terms of the city sewer charges to the county? I.e. monthly, bi-monthly, quarterly, cash, offsets, credits, etc.?
Response: Monthly Invoice
37. **Question:** From the EOY 2014 Trial Balance, we have the following questions: (a.) What is the Ga State Pool Fund (11.11106)? (b.) What happens to this fund if the assets sell? (c.) What is the Fund Balance Closing (13.40101)? (d.) What happens to this fund if the assets sell? (e.) What are the following Trial balance line items: (13.42200, 13.45000,

13.45010, 13.45020) (f.) May we have a breakdown of Other Purchased Services (52.39001) (g.) May we have a breakdown of Other Equipment expenses (54.25001) (h.) May we have a breakdown or a listing of what items make up the Indirect Cost Allocation (55.11001)?

Response(s): (a.,b.) This is an investment instrument managed by the State Treasurer. Since we are only selling the system assets, receivables and deposits these funds would offset any remaining liabilities. If funds are still available they would revert to the general fund. (c.,d.) This is an equity account. Upon closing the fund, any remaining equity would be reverted to the general fund. (e.) These are equity accounts. (f., g.) For the purpose of this inquiry a detail is located with the proposal document on the Purchasing and Contracting website at purchasing.chathamcounty.org. (h.) This is an amount due to other funds for services provided by that fund. It is calculated by an independent cost allocation expert. A copy of the most recent analysis is located with the proposal document on the Purchasing and Contracting website at purchasing.chathamcounty.org.

38. **Question:** Please provide a listing (if not of each account, then a summary of each subdivision/route to indicate which customers have what services (i.e. water only, sewer only, water and sewer, etc.)

Response: A customer listing is located with the proposal document on the Purchasing and Contracting website at purchasing.chathamcounty.org.

39. **Question:** When comparing the 2013 and 2014 Trial Balance (GL), the Sewage Treatment charge from Savannah (53.12111) is vastly different. In 2013, it was \$1,242,473, whereas 2014 was only \$731,008. Can you help us understand why the charge was dramatically cheaper in 2014?

Response: 2012 - \$987,594.23; 2013 - \$1,242,473.23; 2014 - \$731,008.75 It appears that amounts were accrued back to 2013, which made 2013 too high and 2014 unnaturally low. The average is closer to \$987,000.

40. **Question:** Do you have outstanding Notice of Violation for any of your systems in the last 5 years? If yes, please explain the nature of the NOV and how it was mitigated.

Response: No

41. **Question:** What is the history of sewer spills, not to the waters of the State, to the Waters of the State and backups into homes?

Response: Not compiled

42. **Question:** How many grease traps are on your system and what type of grease trap inspections do you take care of?

Response: None

43. **Question:** How many sample stations do you have on your water distribution system?

Response: There are 21 sample stations.

44. **Question:** Can the County provide Operation and Maintenance cost for each of the system for the last 5 years?

Response: Work order costs for each site have been provided in the solicitation documents.

45. **Question:** Can the County provide list of repairs that you have done for each individual system in the last 5 years?

Response: Not compiled.

46. **Question:** Has the County had any complaints regarding system deficiency (i.e. low pressure, backups) for your water or sewer system in the last 5 years?

Response: Not compiled.

47. **Question:** Have you had any overflow situation in the gravity sewer system?

Response: Yes

48. **Question:** What is your current ISO rating?

Response: ISO ratings are compiled by Southside Fire or Isle of Hope Fire Departments.

49. **Question:** What is your current fire flow requirement to develop in the County?

Response: Water Systems Ordinance page 15-68 is located with the proposal document on the Purchasing and Contracting website at purchasing.chathamcounty.org.

50. **Question:** Do you have any long term maintenance budget figure for O&M?

Response: No

51. **Question:** Do you have easement and recorded deed for the following system?(Central Ave. LS, Salcedo LS, Nancy Place LS, Hopecrest LS, Galebreak LS, Causton Bluff LS, Winterberry LS, Sheffall LS, Wylly Island LS, Juvenile Detention Center LS?)

Response: Easements and recorded deeds are not readily available.

52. **Question:** Is it mandatory to absorb all personnel involve in the operations as well as customer service?

Response: Refer to Section 5.2.5 of this solicitation. While we would like to take care of our employees by shifting them with the sale, it is not a requirement to absorb all personnel.

53. **Question:** Why is SPA lift station still in the County's inventory?

Response: SPA is not to be included in the inventory.

54. **Question:** Is treatment plant permit transferrable to potential purchaser without any restriction from EPD?

Response: Refer to EPD

55. **Question:** Are the operating and withdrawal permits for water system transferrable to potential purchaser without any restriction from EPD?

Response: Refer to EPD

56. **Question:** Have you had any plan to hold public meetings with residents living in the

service area requiring the potential change in service provider ownership?

Response: Not at this time.

57. **Question:** When was the last time a leak survey was done on the water distribution systems? What were the results?

Response: Unknown

58. **Question:** When was the last time the lift stations and sewer main cleaned (jet-vacuumed)? Is there a cleaning program for the collection system and how many stoppages are cleared annually?

Response: As needed

59. **Question:** What type(s) of fail-safe systems do the lift stations have?

Response: See response to Question #17.

60. **Question:** What is the maintenance and pm schedule for the fire hydrants?

Response: As needed

61. **Question:** What is the pm and pm schedule done on the lift stations?

Response: As needed

62. **Question:** What kind of sampling program does the County have in the areas of their storm and sanitary systems? Can we get the results?

Response: Storm sewer sampling in accordance with the County's MS4 permit. Results for the Pine Barren WWTP are available to review upon request.

63. **Question:** What is the unaccounted for water (pumped totals vs metered totals)?

Response: See Response to Question #18.

64. **Question:** How many water leaks are repaired annually on the water system? On the sewer force mains?

Response: Not compiled

65. **Question:** How many sewer LS have phone lines / telemetry, emergency generators, pumps not functioning, and valves not working?

Response: 0 phone lines, 4 telemetry, 2 emergency generators, 1 pump not functioning, and unknown vales not working.

66. **Question:** What materials are the force mains made of?

Response: Force main material varies: terra cotta, ductile iron, asbestos cement and PVC.

67. **Question:** Does the water distribution system have adequate number of valves (do large # of customers have to be shut out to make repairs)?

Response: Yes

68. **Question:** Are there records of customer complaints (water and sewer)?

- Response:** Yes, complaints are logged into the work order system.
69. **Question:** Are the storm and sanitary system separated?
Response: Yes
70. **Question:** What has been the County's role in the Vernon River Water Quality studies?
Response: No role at the departmental level for operations and maintenance.
71. **Question:** How much Infiltration and Inflow is coming into the sewer collection system?
Response: See Response to Question #9.
72. **Question:** What is the condition of the gravity sewer collection system? What are the materials of the collection gravity mains?
Response: Gravity sewer collection system is in good condition and is mostly PVC.
73. **Question:** How many irrigation accounts are there?
Response: There are 17 irrigation accounts.
74. **Question:** If sewer mains are available, how are water only accounts billed?
Response: Accounts are designated "Water Only"
75. **Question:** How many free water accounts are included in these areas?
Response: None to Staff's knowledge.
76. **Question:** Copies of past water audits will be required.
Response: Staff is unaware of past water audits.
77. **Question:** What precipitated the desire to sell the current system? Was there a consultant review, or did a company suggest it as an option?
Response: Sale of the system is initiated from County staff and no, a consultant did not review the assets and make a recommendation of a sale.
78. **Question:** Are there any bid holders not on the sign in sheet?
Response: The bid was advertised and posted on the purchasing website.

**PROPOSAL DUE DATE REMAINS 5:00PM APRIL
9, 2015.**

**PROPOSER IS RESPONSIBLE FOR MAKING THE NECESSARY CHANGES AND
MUST ACKNOWLEDGE RECEIPT OF ADDENDUM.*****

March 19, 2015

DATE

Robin Mauser

MARGARET H. JOYNER

PURCHASING AGENT

CHATHAM COUNTY

for