

**A G E N D A**

**JAMES CITY SERVICE AUTHORITY**

**County Government Center Board Room**

**June 26, 2001**

**7:00 P.M.**

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**A. ROLL CALL**

**B. PUBLIC COMMENT**

**C. PRESENTATION**

1. Riverview Plantation Water System

**D. CONSENT CALENDAR**

1. Minutes
  - a. May 22, 2001, Regular Meeting
2. Contract Amendment - Pump Engineering Sales and Service (K00-034)
3. Contract Amendment - Groundwater Treatment Facility - Sydor Hydro (Co. No. 01-1004)
4. Agreement for Relocation of Easement with St. Martin's Episcopal Church
5. Award of Contract - First Colony Water and Sewer Rehabilitation

**E. BOARD CONSIDERATIONS**

1. Water Connection Requirement Waiver - Glen B. Horner (continued from May 22, 2001)

**F. BOARD REQUESTS AND DIRECTIVES**

**AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 22ND DAY OF MAY 2001, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. ROLL CALL**

Jay T. Harrison, Sr., Chairman  
James G. Kennedy, Vice Chairman  
Ronald A. Nervitt  
Bruce C. Goodson  
John J. McGlennon

Sanford B. Wanner, Secretary  
Frank M. Morton, III, County Attorney  
Larry M. Foster, General Manager

**B. PUBLIC COMMENT**

1. Mr. Glenn Horner, 3181 Derby Lane, requested the Board allow him to continue to use water from his well that was on-site prior to the construction of his home.

Mr. Foster stated that Mr. Horner is before the Board to request a special waiver from the James City Service Authority (JCSA) requirement to connect to the water system. Mr. Horner has been obtaining water from a private well that existed prior to the purchase of the lot and construction of his home.

Mr. Horner's structure is located adjacent to a right-of-way with a public waterline. Mr. Horner has paid all connection fees and provided for a water connection. Subsequently, he eliminated the use of JCSA water and uses the well water.

JCSA's Regulations Governing Utility Service provides that any structure located adjacent to a right-of-way that has a public waterline shall connect to the JCSA water system.

Mr. Foster stated concern about establishing the precedent to allow waivers as it could impact the financial viability of the JCSA.

The Board, staff, and Mr. Horner discussed the question of purchasing land with an existing well, building on that land, and hooking up to JCSA public water or well use, and the existence of a permit for the well from the Health Department.

Mr. Morton stated the regulations do not provide for a waiver, and the Board would have to approve an exception in the policy by resolution to allow for a waiver of this type.

Mr. Morton also stated that the language of the policy does not provide for disconnect once connected to JCSA's water system, and issue of a waiver permit for this well will open the door for others to request waivers.

The Board and staff discussed policy issues including a permit from the Health Department for the well, JCSA's standards for the quality of well water for use, and public water availability to a site and how it impacts well usage.

The Board directed staff to look into the waiver request further, including the existence of a Health Department permit, and report back at the next Board meeting on June 26.

### C. CONSENT CALENDAR

Mr. Foster introduced the items on the Consent Calendar for adoption.

Mr. Goodson requested that Items Nos. 2 and 3 on the consent calendar be pulled for separate roll call votes.

#### 1. Minutes

- a. April 19, 2001, Budget Work Session
- b. April 24, 2001, Regular Meeting
- c. May 8, 2001, Regular Meeting

Mr. McGlennon made a motion to approve Item No. 1, Minutes, on the consent calendar.

The motion passed by a unanimous voice vote.

#### 2. Award of Bid – Lift Station 7-2 Rehabilitation

Mr. McGlennon made a motion to approve the resolution awarding a bid to Qualicon Corporation for the rehabilitation project of Lift Station 7-2.

On a roll call, the vote was: AYE: McGlennon, Kennedy, Nervitt, Harrison (4). NAY: (0). ABSTAIN: Goodson.

## RESOLUTION

### AWARD OF BID - LIFT STATION 7-2 REHABILITATION

WHEREAS, the plans and specifications for the rehabilitation of Lift Station 7-2 have been publicly advertised and competitively bid with three firms submitting bids; and

WHEREAS, Qualicon Corporation submitted the lowest responsive and responsible bid and has been determined capable of completing the project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, hereby awards the Lift Station 7-2 Rehabilitation Project to Qualicon Corporation, for a bid of \$232,250.

#### 3. Award of Bid – Rochambeau Drive and Brick Bat Road Water Main Extensions

Mr. McGlennon made a motion to approve the resolution awarding a bid to Jack L. Massie Contractors for the Rochambeau Drive and Brick Bat Road Water Main Extension projects.

On a roll call, the vote was: AYE: McGlennon, Kennedy, Nervitt, Harrison (4). NAY: (0). ABSTAIN: Goodson.

## RESOLUTION

### AWARD OF BID - ROCHAMBEAU DRIVE AND BRICK BAT ROAD WATER MAIN

#### EXTENSIONS

WHEREAS, the plans and specifications for the Rochambeau Drive and Brick Bat Road Water Main Extensions have been publicly advertised and competitively bid with seven firms submitting bids; and

WHEREAS, Jack L. Massie Contractors, submitted the lowest responsive bid and has been determined capable of completing the project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, hereby awards the Rochambeau Drive and Brick Bat Road Water Main Extension Projects to Jack L. Massie in the amount of \$158,981.35.

#### **D. BOARD REQUESTS AND DIRECTIVES**

Mr. Nervitt directed staff to let all citizens know that the Rochambeau Drive and Brick Bat Road Water Main Extension projects are to improve the water system reliability and fire protection, not for the expansion of the Primary Service Area.

Mr. Kennedy requested an update on the water usage numbers.

Mr. Foster stated that the average water usage levels have been in the 4- to 5-million gallons per day in May. This week the average water usage level dropped to the lower 4-million gallons per day.

Mr. Foster stated that the project to bring significant new water to Toano will be completed at the end of the week and the other sources of new water projects will be completed in June.

Mr. Harrison made a motion to adjourn.

The motion passed by a unanimous voice vote.

The Board adjourned at 8:21 p.m.

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Sanford B. Wanner  
Secretary to the Board

MEMORANDUM

DATE: June 26, 2001  
 TO: The Board of Directors  
 FROM: Larry M. Foster, General Manager, James City Service Authority  
 SUBJECT: Contract Amendment - Pump Engineering Sales and Service (K00-034)

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In January 2000, the Board of Directors authorized a contract with Pump Engineering Sales and Service in the amount of \$97,881.50 that provided for the acid treatment and rehabilitation of ten existing wells. The treatment was intended to improve the production efficiency of the wells.

The result of the effort has been successful, adding additional production capacity of approximately 800 gallons per minute. This is very inexpensive water in today's terms. Unfortunately, the project has been fraught with unexpected challenges that have required significant additional work by Pump Engineering. The additional work has increased the cost of the project to almost \$250,000. The most practical, efficient, and economical method for dealing with the emergency work was to have Pump Engineering perform the work.

A summary of the additional work is as follow:

- |                                     |   |
|-------------------------------------|---|
| W-1 Toano                           | Reline well   |
| W-4 Pottery (Iron Bacteria)         | Remove fill debris twice<br>Replace damaged well pump<br>Replaced Well Pump and Motor   |
| W-6 Olde Towne Road (Iron Bacteria) | 2 <sup>nd</sup> Acid treatment and video<br>3 <sup>rd</sup> Acid treatment and video<br>4 <sup>th</sup> Acid treatment and video          |
| W-7 Windsor Forest                  | Remove fill debris  |
| W-8 Season's Trace                  | Replace well pump   |
| W-9 Season's Trace                  | Install new pump, motor and drop pipe   |
| W-22 Ferncliff Drive                | Replace drop pipe and power cable<br>Provide airline, gauge and fittings  |
| W-33 Centerville Road               | Acid Treatment<br>Mechanically swab screens<br>Remove fill debris<br>Install 45 feet of screen<br>Reline well<br>Replace pump check valve |
| W-40 Chickahominy Road              | Sonar treat well screens  |

Contract Amendment - Pump Engineering Sales and Service (K00-034)

June 26, 2001

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This is a significant amount of work over the original project scope but necessary to keep the wells in operation. Based on the dollar amount involved, County purchasing policy requires that the Board approve the increase in the cost of the contract.

The attached resolution provides for the Board approval of the amount of the Contract Number K00-34 with Pump Engineering Sales and Service from \$97,881.50 to \$250,000.

Staff recommends approval of the resolution.

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Larry M. Foster

LMF/adw  
pump.engrg.sales.mem

Attachment

**RESOLUTION**

**CONTRACT AMENDMENT - PUMP ENGINEERING**

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**SALES AND SERVICE (K00-034)**

WHEREAS, on January 20, 2000, the James City Service Authority entered into a \$97,881.50 contract with Pump Engineering Sales and Service to perform work at ten well facilities; and

WHEREAS, as a result of unforeseen circumstances significant additional work was required to keep the wells in service increasing the contract to \$250,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City County Service Authority, James City County, Virginia, authorizes an increased Contract Number K00-034 with Pump Engineering Sales and Service to \$250,000.

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Jay T. Harrison, Sr.  
Chairman, Board of Directors

ATTEST:

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Sanford B. Wanner  
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 26th day of June, 2001.

pump.engrg.sales.res

MEMORANDUM

DATE: June 26, 2001  
TO: The Board of Directors  
FROM: Larry M. Foster, General Manager, James City Service Authority  
SUBJECT: Contract Amendment - Groundwater Treatment Facility - Sydnor Hydro (Co. No 01-1004)

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The Board of Directors authorized a \$527,750 contract in December 2000 with Sydnor Hydro for the construction of three monitoring wells and one production well. The wells will support a future groundwater treatment facility. The well construction is under way and successful results are anticipated. The original scope reflected the installation of the production well in the Middle Potomac aquifer. When the first monitoring well was installed and a electronic log of the hydro geologic make-up was completed, it was determined that the Middle Potomac well formation was smaller than anticipated. It was also determined that the Lower Potomac Aquifer was much larger and likely to produce more water than the Middle Potomac. The actual make-up of the aquifer system could not be determined until the first monitoring well was installed and a electronic log completed.

As a result of the logs, the production well was changed to the Lower Potomac Aquifer which is deeper, requiring more effort and materials. The original bid included unit prices for the additional work and materials. The unit process were applied to the additional scope of work. The combined costs of the additional work is \$168,898.

The following is a brief description of the changes in the scope of the project.

- Increase size and deepen Lower Potomac Observation Well
- Access road modifications as a result of poor soils
- Relocate access road to new Production Well location
- Deepen Production Well to Lower Potomac Aquifer

Newport News Waterworks has agreed to reimburse the JCSA \$43,225 of the above costs because a portion of the work provides information that will be helpful in determining regional impacts of the withdrawal on the groundwater system. In addition, the contract will likely be reduced by approximately \$40,000 for eliminating the Upper Potomac monitoring well. This well is no longer needed because the production well was changed to the Lower Potomac.

Based on the dollar amount involved, County purchasing policy requires that the Board approve the change in the dollar amount. Staff recommends approval the attached resolution increasing the amount of the contract with Sydnor Hydro to \$698,648.

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Larry M. Foster

LMF/tlc  
sydnorwell.mem

Attachment



**RESOLUTION**

**CONTRACT AMENDMENT- GROUNDWATER TREATMENT FACILITY-**

**SYDNOR HYDRO ( CONTRACT NO. 01-1004)**

WHEREAS, the James City Service Authority awarded a contract in the amount of \$527,750 to Sydnor Hydro for the construction of three monitoring wells and one production well that will support a proposed Groundwater Treatment Facility; and

WHEREAS, due to unforeseen conditions the scope for the project was amended to change the production well from the Middle to the Lower Potomac Aquifer increasing the scope of the project and overall costs of the project by \$168,898; and

WHEREAS, the County's purchasing policy requires Board of Director's approval for this level change in contract amount.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes an increase in the amount of Contract Number 01-0014 to \$696,648 to cover the costs of changes to the scope for the project.

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Jay T. Harrison, Sr.  
Chairman, Board of Directors

ATTEST:

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Sanford B. Wanner  
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 26th day of June, 2001.

sydnorwell.res

**MEMORANDUM**

DATE: June 26, 2001  
TO: The Board of Directors  
FROM: Larry M. Foster, General Manager, James City Service Authority  
SUBJECT: Agreement for Relocation of Easement - St. Martin's Episcopal Church

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St. Martin's Episcopal Church is constructing a significant expansion of the church located on Jamestown Road. The expansion encroaches on an existing JCSEA sewer easement requiring the relocation of the sewer line and the dedication of a new easement.

The attached Agreement accepts the easement for the relocated sewer line and Quitclaims the original easement to St. Martin's Episcopal Church.

Staff recommends approval of the attached resolution authorizing the General Manager of the James City Service Authority to sign the Agreement for Relocation of Easement with St. Martin's Church.

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Larry M. Foster

LMF/adw  
smart2.mem

Attachments

**RESOLUTION**

**AGREEMENT FOR RELOCATION OF EASEMENT - ST. MARTIN'S EPISCOPAL CHURCH**

WHEREAS, St. Martin's Episcopal Church located on Jamestown Road has expanded the church facility thereby encroaching on an existing sewer easement; and

WHEREAS, St. Martin's has relocated the sewer line and provided an agreement establishing a new easement and Quitclaiming the original easement.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes the General Manager of the James City Service Authority to sign the Agreement for the Relocation of Easement with St. Martin's Episcopal Church.

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Jay T. Harrison, Sr.  
Chairman, Board of Directors

ATTEST:

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Sanford B. Wanner  
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 26th day of June, 2001.

smart2.res

MEMORANDUM

DATE: June 26, 2001  
TO: The Board of Directors  
FROM: Larry M. Foster, General Manager, James City Service Authority  
SUBJECT: Award - First Colony Water and Sewer Rehabilitation

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The James City Service Authority (JCSA) programmed the rehabilitation and/or replacement of the water and sewer system in the First Colony neighborhood in the 2001 and 2002 budgets. The project is estimated to cost approximately \$2.0 million and is expected to take approximately two years to complete. The entire First Colony neighborhood will be impacted by the project.

Proposals from interested engineering firms were solicited with 17 firms responding. Six of the firms were selected to submit formal proposals. After interviews with the firms and evaluation of the proposals Woolpert LLP was selected as the firm most capable of providing the engineering services for the First Colony Project. Once Woolpert LLP was selected, a fee of \$258,924 was negotiated for the engineering services.

Staff recommends approved of the attached resolution authorizing the JCSA to enter into a contract with Woolpert LLP for the provision of engineering services associated with the First Colony water and sewer rehabilitation for a cost of \$258,924. Funds are available in the budget to cover the engineering fees.

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Larry M. Foster

LMF/adw  
firstcol.mem

Attachment

**RESOLUTION**

**CONTRACT AWARD - FIRST COLONY WATER AND SEWER REHABILITATION**

WHEREAS, the James City Service Authority intends to rehabilitate the water and sewer system serving the First Colony neighborhood; and

WHEREAS, proposal for engineering services were publicly solicited with 17 firms responding of which six firms were selected to submit formal proposals; and

WHEREAS, after review of the proposals and interviews with all firms, Woolpert L.L.P. was selected as the firm most capable of providing the necessary engineering services, for a negotiated fee of \$258,924 to complete the scope of services for the project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City County Service Authority, James City County, Virginia, hereby awards the contract for engineering services for the First Colony Water and Sewer Rehabilitation project to Woolpert L.L.P. for a fee of \$258,924.

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Jay T. Harrison, Sr.  
Chairman, Board of Directors

ATTEST:

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Sanford B. Wanner  
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 26th day of June, 2001.

firstcol.res

MEMORANDUM

DATE: June 26, 2001  
TO: The Board of Directors  
FROM: Larry M. Foster, General Manager, James City County Service Authority  
SUBJECT: Water Connection Requirement Waiver - Glen B. Horner

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Mr. Glen Horner appeared at the Board's last meeting to request a waiver in the James City Service Authority's (JCSA) Regulations Governing Utility Service (Regulations) which requires that new structures connect to the JCSA water system if public water is available. The connection requirement was included in the Regulations to ensure the financial integrity of the public water system. The Regulations do not provide a waiver provision. An amendment to the Regulations is necessary to permit waivers.

The JCSA successfully upheld the requirement in the courts in a similar case several years ago. In addition; 4-6 request per year to install a private well are declined each year. Although use of the well for water to the home cannot be granted without a waiver, Mr. Horner can use his well for outdoor water use.

Mr. Horner paid all connection fees and provided a connection to the waterline serving his home. Mr. Horner purchased his lot with an existing well which was later connected to his plumbing system. There was some discussion at the meeting about approvals for the well when it was constructed. The well was installed just prior to the Virginia Department of Health's (VDH) requirement for a permit. The well was installed by a reputable firm. It is safe to assume that the well was constructed to VDH standards at the time.

One customer disconnecting from the water system will not materially impact the finances of the JCSA, however, approval of the waiver can establish an undesirable precedent. Staff understands Mr. Horner's objective and respects the way he has approached the situation. However it is recommended that Mr. Horner's request for a waiver be denied.

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Larry M. Foster

LMF/adw  
horner2.mem

Attachment