

CLAYWOOD PARK PUBLIC SERVICE DISTRICT
P.O. BOX 127
PARKERSBURG, WV 26102

DATE: April 10, 2012

TIME: 6:00P.M.

PLACE: Claywood Park PSD Business Office, 594 Davisville Road, Davisville, WV 26142

BOARD MEMBERS ATTENDING: Michael A. Miller, Chairman, Edna Summers, Member, C. Randall Law, Secretary / Treasurer

OTHERS IN ATTENDANCE: Todd Grinstead, General Manager, Shayne Brabham, Asst. Manager.

Michael A. Miller, Chairman, presided. The Chairman called the meeting to order.

Chairman Miller asked if there were no objections, the Board would dispense with the reading of the minutes from the previous meeting. Since there were no objections, Chairman Miller stated he would turn the meeting over to Todd Grinstead, General Manager of the District

Disbursements: The March 2012 disbursements, accounts payable and receivables were reviewed and initialed by all commissioners.

Questions and Comments from the Public: There were none.

Old Business:

Red Hill Sewer Project: Mr. Grinstead presented to the Board a request to the WV Department of Environmental Protection to extend the Purchase Order through June 30, 2012. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Riser Ridge / laurel Fork Water Extension Project: Mr. Grinstead presented to the Board requisition No.13 in the amount of \$109,620.53 for Contract 1. A motion made by Commissioner Law and seconded by Commissioner Miller passed unanimously.

Mr. Grinstead reported to the Board resent issues that resulted from the contractor of contract 2 open cutting Grieves Run Road with out DOH permission. All issues have been resolved.

Mr. Grinstead reported last month to the Board of two earth slips, one along Volcano Road just past the Districts PRV vault, with the other being along DeVaughn Road off Oak Grove Rd. Cerrone Assoc. along with Nicolozakes Trucking & Construction and WV DOH are still working to resolve this matter.

Mr. Grinstead reported to the Board that a meeting will be held soon to determine what action will be taken to resolve the construction time overrun issues with Nicolozakes Trucking & Construction on contract 2.

April 10, 2012

Newark Area Sewer System Project: Mr. Grinstead reported to the Board that a Public Meeting is set for May 1, 2012 at 10:00am at the Wirt County Court House to have the Wirt County Commission change the scope of the project to allow the Spring Valley area to be served with a 2nd phase.

Proposed Sewer rate increase: Mr. Grinstead reported to the Board that a Public Meeting is set for April 25, 2012 at 1:30pm in the Parkersburg Municipal building.

New Business: There was no new business.

Miscellaneous:

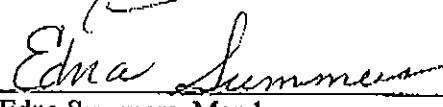
- Mr. Grinstead reported to the Board that cross training of office personnel is progressing.
- Shayne Brabham, Asst. Manager, reported the District has installed 1 new water tap and repaired 3 main line leaks in March, 2012.

The date of the next regular meeting was set for 6:00 PM, Tuesday, May 8, 2012 at the District's business office.

Chairman Miller asked if there were any further business to come before the Board. A motion made by Commissioner Law and seconded by Chairman Miller passed unanimously and the meeting was adjourned at 6:18 PM.



Michael A. Miller, Chairman

C. Randall Law, Secretary / Treasurer

Edna Summers, Member

CENTRAL BOAZ

Public Service District

CONFIRMATION OF MONTHLY MEETING HELD

The Commissioners of the Central Boaz Public Service District met as follows:

Date April 17, 2012

Time 6⁰⁰ PM

Location Boaz Pump Station

The Following Commissioners were in attendance :

<u>Paul Tingle</u>	<u>Paul Tingle</u>
<u>James Daem</u>	<u>James Daem</u>
<u>LARRY HOFFMANN</u>	<u>Larry Hoffmann</u>

The Following Items were discussed:

Motion: Accept engineering ~~Report~~ Recommendations for bids

By Jim Second - Paul Passed UNANIMOUS

Motion: LARRY will sign Motion or Award documents

By Paul Second - Jim Passed UNANIMOUS

The meeting adjourned at 6³⁵ PM (time).

Signed: Paul Tingle, Commission Secretary



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Wheeling, WV 26003

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mail@cerrone1.com

April 12, 2012

Todd Grinstead, General Manager
Central Boaz Public Service District
P. O. Box 127
Parkersburg, WV 26102-0127

RE: Central Boaz Public Service District
Water System Improvements
Cerrone Project #CB10-6W

Dear Mr. Grinstead:

This is a report on bids received on April 4, 2012 for the above referenced project's bid.

A total of seven (7) bids were received for Contract 1. Everett L. Harper & Son, Inc. submitted the low bid of \$972,821.90, which was slightly less than the second low bidder. Approximately \$170,000 separated the four low bids, or 17% of the low bid, indicating a competitive bidding climate. The low bid was over the engineering estimate of \$660,000, but note that various additions to the scope of the project are largely at play in this difference.

Everett Harper & Son, Inc. submitted a valid bid bond and all other required documents. We have recent work experience with Harper, and we believe that this contractor exhibits the ability to perform the work of the contract in a professional, timely manner. We therefore have no reason to question the capability of this firm to perform the work required of the contract.

Upon a post bid review of this contract with you, we both believe it is best to remove one line item from this contract, the package generator set, valued at \$33,000. This can be removed through a change order executed at the closing of the project. It is therefore recommended that the District award the Contract 1 Bid Contract to Everett L. Harper & Son, Inc. in the bid amount of \$972,821.90.





A total of two (2) bids were received for Contract 2. Mid Atlantic Storage Systems, Inc. submitted the low bid of \$282,800.00, which was significantly less than the second low bidder. Based on the scope of work, we believe that this bid is competitive. The low bid was over the engineering estimate of \$170,000, but note that the significant addition of an access road to the revised tank site location added approximately \$80,000 to the project.

Mid Atlantic submitted a valid bid bond and all other required documents. We have recent work experience with Mid Atlantic, and we believe that this contractor exhibits the ability to perform the work of the contract in a professional, timely manner. We therefore have no reason to question the capability of this firm to perform the work required of the contract. It is therefore recommended that the District award the Contract 2 Bid Contract to Mid Atlantic Storage Systems, Inc. in the bid amount of \$282,800.00.

A total of two (2) bids were received for Contract 3. Dreier & Maller, Inc. submitted the low bid of \$106,200, which was significantly less than the second low bidder. Since this was reasonably close to the engineering estimate of \$100,000, we believe this bid is competitive.

Dreier & Maller, Inc. submitted a valid bid bond and all other required documents. We have worked with this company in the past and have no reason to question the capability of this firm to perform the obligations of its contract. It is therefore recommended that the District award the Contract 3 Bid Contract to Dreier & Maller, Inc. in the bid amount of \$106,200.00.

Please note that all three of our recommendations are contingent upon approval of the proposed enclosed budget by your accountant Bassett and Lowe, as well as USDA RUS being able to issue a subsequent loan for the revised project budget. We are enclosing one (1) copy of this project budget which reflects the new construction costs and updates a variety of project related line items.

Also enclosed are six (6) copies of each of the Notices of Award for each contract. Please sign the Awards and return all copies to this office as soon as possible. We will deliver these to the contractors as soon as Harry Taylor, PE at the USDA RUS has provided written notification to do so.





Please contact our office if you have any questions.

Respectfully,

CERRONE ASSOCIATES, INC.

A handwritten signature in black ink, appearing to be "D. Cerrone".

Dominick P. Cerrone, P.E.
Director of Engineering

DPC/cd

Encls: Certified Bid Tabulations for Contracts 1,2 and 3
Revised Project Budget
Notice of Award for Contracts 1,2 and 3

Cc: Virginia McDonald, USDA RUS
Harry Taylor, PE, USDA RUS
Steve Hardman, Bowles Rice McDavid Graff and
Love

