



## AGENDA

**Board of Directors' Meeting - Jacksonville City Hall**  
**Thursday, March 20, 2025 - 6:00 PM**

- CALL TO ORDER -** Chairman Royce Bennett will call the meeting to order.
- PLEDGE OF ALLEGIANCE -** Chairman Royce Bennett will lead the board and audience in the Pledge of Allegiance.
- INVOCATION -** Pastor Brian Young, Senior Pastor of Love Grace & Mercy Church will provide the invocation.

**CHAIRMAN'S REMARKS:** Please turn cell phones to "off" or "vibrate". Individuals making presentations or public comments are asked to adjust the microphones as necessary and to speak directly into the microphone. This meeting is being recorded.

### 1. APPROVAL OF AGENDA

**Action Requested:** Consider a "Motion to approve agenda as amended/submitted."

- 2. APPROVAL OF ITEMS ON CONSENT AGENDA:** The consent agenda includes items that may be acted upon in a single vote with the minutes reflecting the motion and vote on each item. Any ONWASA Director may remove items from the consent agenda for separate discussion and consideration during the business portion of the meeting.

**Action Requested:** Consider a "Motion to approve the consent agenda."

### **CONSENT AGENDA ITEMS**

*Any Director may request that any Consent Agenda item(s) be moved to the Business portion of the agenda. An item moved to Business will be considered separately. Items remaining on the Consent Agenda may then be considered as a whole.*

#### **A. Acceptance of Monthly Departmental Reports**

January & February 2025 Financial Reports  
December 2024, January 2025, & February 2025 Operations Reports

**Action Requested:** Consider a "Motion to accept the monthly departmental reports."

#### **B. Approval of Minutes**

December 19, 2024 Proposed Special Meeting Minutes  
January 16, 2025 Proposed Regular Meeting Minutes

**Action Requested:** Consider a "Motion to approve the minutes as presented."

### C. 2024-2025 56.9HP Excavator Purchase

For the purchase of one (1) 56.9HP diesel engine excavator with 24 inch bucket and 48in clean out bucket, the purchase was included in this year's operating budget for Collections, from the lowest, responsive bidder. A formal Request For Proposal (RFP) for this project was advertised beginning February 18, 2025 and a total of six (6) bids were received by the March 5, 2025 due date. The lowest, responsive bidder for the contract was United Rentals (North America), Inc. ONWASA staff have reviewed the bids submitted and recommended both acceptance and execution of the purchase contract with this company.

The total cost for all options and delivery is \$108,00.00.

**Action Requested:** Consider a “Motion to approve the purchase of one (1) Takeuchi TB290-CR Excavator from United Rentals (North America), Inc. and authorize the CEO to execute purchase contracts plus any other documents as may e required in connection with these contracts.”

## 3. BUSINESS



### A. Southeast Service Area Wastewater Capacity Improvement Contracts

**Presenting:** Mr. Jeffrey T. Lohr, PE, Assoc. DBIA – Chief of Engineering



This item consists of TWO (2) single prime contracts 1A and 1B to construct two new pump stations and approximately 11,200 LF of new 12" and 18" force main. This contract will be followed with Contract 2 which will pick up the 18" force main and continue to the North Topsail WWTP.

The following major work items are as follows:

- Construct new Holly Ridge Pump Station at the Existing Holly Ridge Wastewater Treatment Plant site. New pump station to include two (2) new submersible pumps (and room for a third), back-up diesel pump, emergency generator, electrical building with electrical and telemetry equipment, and associated piping, appurtenances, roads, and site work.
- Construct approx. 8700 LF of new 12-inch diameter force main from new Holly Ridge Pump Station to new Summerhouse PS.
- Construct new Summerhouse Pump Station (SHPS) at the existing Summerhouse WWTF site.
- Construct approx. 2500 LF of new 18" force main from the new SHPS to a temporary location on Holly Ridge Road, to be connected to the 18" force main currently under design in Contract 2 noted above.

These contracts were originally advertised as one combined contract for formal bid on the ONWASA website beginning October 29, 2024, and a single bid was received by the November 26, 2024 due date. As this was less than the minimum number of bids required under State Law (3), the project was re-advertised for bid on November 26, 2024. A total of one bid was subsequently received and opened on December 5, 2024. The apparent low bidder for this project bid an amount of \$22,940,105.00. This bid was rejected due to the bid amount.

The project was then rebid as two (2) separate contracts. Contract 1A for the Force Main and 1B for the Pump Stations.

The apparent low bidder for Contract 1A for this project was C.M. Mitchell Construction Company, Inc. in the amount of \$4,802,253.40.

Contract 1B was subsequently bid as a separate contract a second time due to not receiving the required number of bids. The apparent low bidder for Contract 1B for this project was TA Loving Company in the amount of \$12,468,100.00.

These bids submittals have been reviewed by the Design Engineer (Wooten) and determined responsive and responsible; therefore, I recommend execution of the contracts with these firms.

**Actions Requested:**

Consider a “Motion to award Contract 1A Force Mains to the lowest, responsive bidder, C.M. Mitchell Construction Co. in the amount of \$4,802,403.40 and authorize the CEO to execute this contract and any additional documents as required in connection with this action.”

AND

Consider a “Motion to award Contract 1B Pump Stations to the lowest, responsive bidder, T.A. Loving Company, in the amount of \$12,468,100.00 and authorize the CEO to execute this contract and any additional documents as required in connection with this action.”



**B. Dixon Water Treatment Plant Expansion Project Ordinance**

**Presenting:** Mr. J. Eric Adams, Chief Financial Officer



The Dixon Water Treatment Plant Expansion Project shall consist of the design and construction services for the upgrades to the Dixon Water Treatment Plant to accommodate expansion from 4 MGD to 6 MGD. This phase of the project includes a new 18” raw meter, meter vault, and associated piping, a new detention tank equipped with a new 2100 gpm updraft aerator and two new 100 HP filter pumps, upgrading the existing 2 MGD high service pumps to 5 MGD, upgrading equipment monitoring to VT SCADA software, the addition of aeration to the existing clear wells, and electrical modifications to the security light, Well 1, and the motor control center.

**Action Requested:** Consider a “Motion to adopt the CIP 038 Project Ordinance and associated budget amendment.”



**C. North Topsail Wastewater Treatment Plant Expansion Project Ordinance**

**Presenting:** Mr. J. Eric Adams, Chief Financial Officer



The Ordinance establishes the North Topsail Wastewater Treatment Plant Expansion project. The plant upgrade and expansion project is anticipated to expand the existing 1.5 MGD facility to a 3.0 MGD facility.

There has been significant growth in the area and several developments (industrial, commercial and residential) are planned that require additional capacity. This additional flow would surpass the 80% threshold at the NT WWTP and trigger an expansion. It is anticipated that the expanded capacity will need to be 3 MGD. A hydrogeological study is currently underway by another consultant to determine if there is additional area on-site that is suitable for high-rate infiltration basins and groundwater storage or if there is unused capacity within the spray fields.

ONWASA is initiating a Progressive Design-Build (PDB) project for the NT WWTP Expansion.

### **Approach**

HDR Engineering, Inc. of the Carolinas (HDR, Engineer-OA) will work to align the project team with ONWASA's priorities throughout the project. Under this Contract, the Engineer-OA can provide, but is not limited to, the following services:

- Project administration and support
- General advisory services
- Request for Qualifications (RFQ) Development
- Design-Builder (DB) contract review and negotiation support
- Project design reviews
- Cost estimating
- Strategic Communications
- Value Engineering
- Technical support services
- Construction support services
- Resident project representative/ inspection services
- Start-up support services for the project
- As-needed project support services

The owner's advisor (OA) will act as an extension of the ONWASA's staff. The OA must work to align the entire integrated project team with the Owner's priorities throughout the course of the project. An owner's advisor must be prepared to help the Owner develop detailed owner's project criteria designed specifically to meet the design intent and to manage project risks. The OA will assist ONWASA with the development of the Request for Qualifications (RFQ) for the design-build firms. Services will also include project administration, review of equipment and material specifications, review project estimates and costs projections, commissioning and other applicable support functions and services. The OA shall have thorough knowledge and expertise with all components of wastewater treatment processes as well as have a vast understanding of design-build.

HDR Engineering, Inc. will provide the following anticipated services:

1. The OA will assist ONWASA and create a design-build RFQ and rating criteria to assist with the selection of the design-build team.
2. The OA will develop the owner's project criteria for an initial design-build agreement for the North Topsail Wastewater Treatment Plant Upgrade and Expansion project using the Design Build Institute of America (DBIA) approach.

3. The OA will attend design build progress meetings and assist ONWASA with review of submittals, schematics, cost reports, maintain an overall project schedule, and review the 60% design documents to confirm specifications and project scope is met.
4. The Owner's Advisor shall have a strong design-build, project cost, and schedule background to be able to evaluate the design-builder's proposal, provide independent cost estimating, and validate the overall proposal meets the owner's project criteria.
5. The Owner's Advisor shall be familiar with state and federal loan programs such as Water Infrastructure Finance and Innovation Act (WIFIA) and Clean Water State Revolving Loan (CWSRF).
6. The construction administration and observation services during the construction phase of the project will be provided under a separate amendment during the time of construction award.

The Owner's Advisor services are anticipated to extend throughout the design-build process.

**Action Requested:** Consider a "Motion to adopt the North Topsail WWTP Capacity Improvements Project Ordinance Number CIP 028 and corresponding budget amendment."



**D. Mount Pleasant Pump Station Relocation Project Ordinance (CIP 036)**

**Presenting:** Mr. J. Eric Adams, Chief Financial Officer



The Mount Pleasant Road Pump Station Relocation Project shall consist of: surveying, engineering, design, plan preparation, permitting, bidding, and construction services for a new wastewater pumping station in the Swansboro area collection system to replace the existing pump station on Mount Pleasant Road.

Onslow Water and Sewer Authority has been awarded a Building Resilient Infrastructure and Communities (BRIC) grant from North Carolina Emergency Management. Phase I award of \$133,717.50 (including a 30% local match). Onslow Water and Sewer Authority (ONWASA) will utilize Phase 1 funds to complete the design and engineering required to move forward with Phase II. The approved scope of work is for Phase 1 only, which includes surveying, engineering, design, plans preparation, permitting and bidding for the proposed project. Phase II, which is pending approval, will include construction activities and funding of \$1,075,987.50 (including a 30% local match).

**Action Requested:**  
Consider a "Motion to adopt the CIP 036 Project Ordinance and associated budget amendment."



**E. Resolution Authorizing The CEO to Declare Official Intent to Reimburse Expenditures**

**Presenting:** Mr. Franky J. Howard, CEO

Federal regulations require that entities intending to use bond proceeds to reimburse prior expenditures must make an official declaration of intent. By adopting this resolution, the Board authorizes the CEO to issue such declarations as needed, ensuring compliance with Treasury

guidelines and facilitating financial planning and cash flow management for the Authority's ongoing and future infrastructure investments.

**Action Requested:** Consider a "Motion to adopt the Resolution Authorizing the Chief Executive Officer of The Authority to Declare Official Intent to Reimburse Expenditures Under United States Department Treasury Regulations on Behalf of Said Authority."



**F. Amended Advanced Metering Infrastructure Project Ordinance and Contract Change Order**



**Presenting:** Mr. Franky J. Howard, CEO

During the August 1, 2024 Special Meeting the Board approved the Advanced Metering Infrastructure Project Ordinance and Sole Source Vendor Contract with Sensus/Ferguson Enterprises which included the installation of approximately 1,000 Sensus AMI Meters in the Old Settlers Beach area.

Following the initial approval, it was determined that an additional 171 Sensus AMI meters are necessary to complete the installation within the Old Settlers System service area. This change requires an increase in the contract price by \$54,012.16.

**Actions Requested:**

Consider a "Motion to adopt the Amended Advanced Metering Infrastructure Project Ordinance and associated budget amendment."

AND

Consider a "Motion to approve Change Order #001 in the amount of \$54,012.16 and authorize the CEO to execute this change order and any additional documents as required in connection with this action."



**G. Summerhouse WWTP Interim Improvements Update**

**Presenting:** Mr. Franky J. Howard, CEO &  
Mr. Mark Young – Wastewater Treatment Facilities Supervisor

The Board and audience will be presented an update on the Summerhouse WWTP improvements.

**Action Requested:** No action requested.

**4. PUBLIC COMMENT**



Citizens are invited to address any comments or concerns to the Board of Directors. Each speaker is granted three (3) minutes during this period of public comment.

5. LEGAL COUNSEL COMMENTS & SPECIAL PRESENTATION
6. CHIEF EXECUTIVE OFFICER'S COMMENTS
7. BOARD OF DIRECTOR'S COMMENTS
8. ADJOURN

### For Reference: ONWASA Strategic Plan Goals

Business Items and Major Budget Initiatives are all tied to the goals that are part of ONWASA's adopted strategic plan. Icons indicate which goals the item(s) support.



#### **Workforce Development**

*Attracting, developing, and retaining a professional, highly skilled, engaged, and versatile team.*



#### **Operational Quality**

*Delivering high-quality service through reliable and sufficient infrastructure, qualified personnel, and efficient operations.*



#### **Financial Sustainability**

*Generating revenues sufficient to support operations and growth, while utilizing financial resources in a strategic and efficient manner.*



#### **Customer Satisfaction**

*Sustaining a culture that delivers and enhanced customer experience through superior service.*



#### **Communication and Engagement**

*Fostering an environment that encourages open communication and accessibility, builds awareness, and supports strong partnerships*