

GREENSVILLE COUNTY WATER AND SEWER AUTHORITY

A G E N D A

TUESDAY, JULY 5, 2016

**REGULAR SESSION AT THE CONCLUSION OF THE BOARD OF SUPERVISORS
MEETING**

- I. CALL TO ORDER
- II. CLOSED SESSION - Section 2.2-3711 (a) 1) Personnel Matters
 - A. Personnel Matters
- III. RETURN TO REGULAR SESSION
- IV. CERTIFICATION OF CLOSED MEETING – Resolution #WS-16-45
- V. APPROVAL OF AGENDA
- VI. APPROVAL OF CONSENT AGENDA
 - A. Minutes – See Attachment – A.
 - B. Budgetary Matters – See Attachment – B.
 - C. Warrants – See Attachment – C.
 - D. Resolution #WS-16-46 regarding Personnel Matters Resulting from Closed Session
- VII. PUBLIC HEARING – None
- VIII. ITEMS WITH APPOINTMENTS - None
- IX. OLD BUSINESS
 - A. Three Creek SCADA Project – See Attachment – D.
 - B. Dominion Utilities Contract A – See Attachment – E.
 - C. Contract Amendment with Dominion – See Attachment – F.
- X. NEW BUSINESS
 - A. USDA Resolutions – See Attachments G and H.
 - B. Chemical Bid Results – See Attachment – I.

- C. Bid Results for Water and Sewer Utility Extensions at I-95, Exit 4 – See Attachment – J.

XI. MISCELLANEOUS MATTERS

- A. Staff Work Programs
- B. Monthly Reports

XII. ADJOURNMENT

At the Regular Meeting of the Greensville County Water and Sewer Authority, held on Monday, June 20, 2016, with Regular Session beginning at the conclusion of the Board of Supervisors meeting, in the Board Room of the Greensville County Government Building, 1781 Greensville County Circle, Emporia, Virginia

Present: Michael W. Ferguson, Chairman
Dr. Margaret T. Lee, Vice-Chairman
Peggy R. Wiley
Raymond L. Bryant, Jr.

Chairman Ferguson called the meeting to order.

In Re: Closed Session

Mr. Whittington, Director, stated that Staff recommended the Authority go into Closed Session, Section 2.2-3711 (a) 7) Legal Matters.

Mr. Bryant moved, seconded by Dr. Lee, to go into Closed Session, as recommended by Staff. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: Regular Session

Mr. Whittington stated that Staff recommended the Authority return to Regular Session.

Mr. Bryant moved, seconded by Mrs. Wiley, to go into Regular Session. Voting aye: Mr. Bryant, Mrs. Wiley and Vice-Chairman Lee.

In Re: Certification of Closed Meeting – Resolution #WS-16-42

Mr. Bryant moved, seconded by Dr. Lee, to adopt the following Resolution. A roll call vote was taken, as follows: Mr. Bryant, aye; Dr. Lee, aye, Mrs. Wiley, aye and Chairman Ferguson, aye.

**RESOLUTION #WS-16-42
CERTIFICATION OF CLOSED MEETING**

WHEREAS, the Greenville Water and Sewer Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Greenville County Water and Sewer Authority that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE, BE IT RESOLVED that the Greenville County Water and Sewer Authority hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Greenville County Water and Sewer Authority.

In Re: Approval of Agenda

Mr. Whittington stated that Staff recommended approval of the Agenda with no added items.

Mr. Bryant moved, seconded by Dr. Lee, to approve the Agenda as submitted. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: Approval of the Consent Agenda

Mr. Whittington stated that Staff recommended approval of the Consent Agenda.

Mr. Bryant moved, seconded by Mrs. Wiley, to approve the Consent Agenda consisting of the following items. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

Minutes from the meeting of June 6, 2016

Budgetary Matters consisting of the following: Fund #001 – Journal Voucher #7, in the amount of \$1,800.00, which is incorporated herein by reference.

Warrants:

Approval of Total Accounts Payable for June 20, 2016, in the amount of \$57,552.75

Approval of Accounts Payables for the General Fund, in the amount of \$49,551.05

Approval of Accounts Payables for Special Projects, in the amount of \$8,001.70

In Re: Consulting Engineer Selection

Mr. Moses Clements addressed the Authority stating that the Authority was planning the construction of a new raw water reservoir, a raw water intake and raw water transmission mains. He stated that the next step in the process was to employ a consulting engineer to design, bid and administer the project. He also stated that in order to move the process forward, an engineering selection committee was formed that included Glen Gibson, the Authority's Utility Projects Coordinator, and himself. He further stated that only one engineering firm responded to the advertisement. Mr. Clements stated that the selection committee reviewed the proposal, conducted an interview with the respondent and determined that the engineering project should be awarded to B&B Consultants, Inc. He then requested approval of the following:

- Authorize the Staff to negotiate a contract with B&B Consultants for the design, bidding and contract administration for the US Route 58 West Water and Sewer Extension Project, and
- Authorize the Authority Director to execute the engineering contract contingent on the following:
 - Review and approval by the County Attorney,
 - Review and approval by any funding agencies associated with the project.

Dr. Lee moved, seconded by Mr. Bryant, to approve Staff's recommendations. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: Three Creek SCADA Project

Mr. Whittington addressed the Authority and requested that this item be deferred until the next meeting.

Mr. Bryant moved, seconded by Dr. Lee, to defer the project until the next meeting. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: Dominion Utilities

Mr. Whittington stated that Staff recommended the Authority defer this item until the next meeting. Voting aye:

Mr. Bryant moved, seconded by Dr. Lee, to defer the item until the next meeting. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: Contract Amendments with Dominion

Mr. Whittington stated that there were several contract amendments that needed to be approved by GCWSA, as well as Dominion. He stated that Staff was working with Mr. Haley with Gentry Locke and the proposed contracts were being reviewed by Dominion. He also stated that Staff would be negotiating those amendments at a meeting this Thursday. He further stated that it addressed when the trigger was set for the completion of Phase I & II requirements. Mr. Whittington stated that as of now, Staff had the authority to begin work, according to the contract, with the issuance of the Certificate of Public Convenience and Necessity. He stated that Staff was not going to do that because the certificate was issued back in April and Staff needed to wait until the Air Permit was issued by the Air Control Board which was done last Friday. He also stated that Staff was cooperating with Dominion in getting started with a Notice to Proceed from Dominion rather than the CPCN. He then stated that Staff recommended that the Authority defer this item until the next meeting.

Mr. Bryant moved, seconded by Mrs. Wiley, to defer action until the next meeting. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: Adjournment

There being no further business to discuss, Dr. Lee moved, seconded by Mr. Bryant, to adjourn the meeting. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

Michael W. Ferguson
Greensville County Water and Sewer Authority

GREENSVILLE COUNTY WATER & SEWER

Fund # 1

VOUCHER

JV# 16

ACCOUNT	AMOUNT	ACCOUNT	AMOUNT
10000 ADMINISTRATION		10000 ADMINISTRATION	
5304 Insurance: Property	12.00	5301 Insurance: Boiler & Machinery	1.00
5305 Insurance: Vehicle	599.00	5308 Insurance: General	195.00
5306 Insurance: Crime	10.00	5810 Annual Dues and Fees	336.00
11000 AUTHORITY BOARD			
5307 Insurance: Public Official	109.00		
20000 UTILITY MAINTENANCE		20000 UTILITY MAINTENANCE	
5305 Insurance: Vehicle	74.00	5304 Insurance: Property	104.00
22000 WATER TREATMENT - JARRATT		22000 WATER TREATMENT 0 JARRATT	
5305 Insurance: Vehicle	9.00	5304 Insurance: Property	88.00
		24000 JACKSON FIELD HOME WATER SYSTEM	
		5304 Insurance: Property	1.00
		31000 FALLING RUN SEWAGE TREAT. PLANT	
		5304 Insurance: Property	20.00
32000 THREE CREEK SEWAGE TREAT. PLANT		32000 THREE CREEK SEWAGE TREAT PLANT	
5305 Insurance: Vehicle	18.00	5304 Insurance: Property	81.00
		34000 JARRATT SWEAGE TREATMENT PLANT	
		5304 Insurance: Property	4.00
		35000 SKIPPERS SEWAGE TREAT. PLANT	
		5304 Insurance: Property	1.00
TOTAL	831.00	TOTAL	831.00

EXPLANATION

Transfer funds to cover overages.

Thad Skoyce
Prepared By

6-14-2016
Date

Approved By

Date

Posted By

Date

GREENSVILLE COUNTY WATER & SEWER

Fund # 1

VOUCHER

JV# 17

ACCOUNT	AMOUNT	ACCOUNT	AMOUNT
22000 WATER TREATMENT - JARRATT 6007 Repair & Maintenance Supplies	469.89	24000 JACKSON FIELD HOME WATER SYSTEM 6007 Repair & Maintenance Supplies	469.89
TOTAL	469.89	TOTAL	469.89

EXPLANATION

Transfer expense of Setra Invoice #24240227 to the correct line item.

Shad Boyer
Prepared By

6-21-2016
Date

Approved By

Date

Posted By

Date

VENUE NAME CHARGE ID INVOICE INVOICE DATE AMOUNT
 OTHER ASSETS REFUND7778 6/21/2016 126.92
 ACCOUNTS RECEIVABLE TOTAL 126.92
 126.92

DEPT # - 00010 WATER ASSETS**
 DEPT # - 01000 **ADMINISTRATION**
 1,014.12
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ACCOUNTS PAYABLE LIST
GREENSBORO COUNTY WATER
DEPT # - 014000 AUTHORITY BOARD

6/27/2016 FROM DATE- 7/05/2015
6/27/2016 TO DATE- 7/05/2016
FUND # - 001 AMMOPERATING EXPENDITURES

VENOR NAME	CHARGE TO	DESCRIPTION	INVOICE	DATE	AMOUNT	PAY #
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DEPT # - 020000 MOBILITY MAINTENANCE						
MOBILITY MAINTENANCE		REPAIR'S COMPENSATION	12155	7/01/2016	2,100.30	
LYTLE UTILITIES INC		PROF. SERVICE-REPAIR REPAIR	18097-1F	6/22/2016	2,100.30 *	
GREEN TSP, INC		REPAIR & MAINTENANCE SERVICES	F8C55725	6/09/2016	5,726.00 *	
NEWLEBORG ELECTRIC CORP		ELECTRICAL SERVICES	339620460/6-16	6/13/2016	171.40	
NEWLEBORG ELECTRIC CORP		ELECTRICAL SERVICES	388680400/6-16	6/13/2016	64.70	
NEWLEBORG ELECTRIC CORP		ELECTRICAL SERVICES	439360050/6-16	6/15/2016	92.04	
NEWLEBORG ELECTRIC CORP		ELECTRICAL SERVICES	439550700/6-16	6/15/2016	18.47	
ORRISON VERGINIA POWER		ELECTRICAL SERVICES	011178250/6-16	6/10/2016	95.37	
ORRISON VERGINIA POWER		ELECTRICAL SERVICES	023226410/6-16	6/10/2016	41.29	
ORRISON VERGINIA POWER		ELECTRICAL SERVICES	268451927/6-16	6/14/2016	436.64	
ORRISON VERGINIA POWER		ELECTRICAL SERVICES	369179000/6-16	6/10/2016	6.59	
ORRISON VERGINIA POWER		ELECTRICAL SERVICES	950015000/6-16	6/10/2016	70.09	
ORRISON VERGINIA POWER		ELECTRICAL SERVICES	971085197/6-16	6/14/2016	7.14	
ORRISON VERGINIA POWER		ELECTRICAL SERVICES		6/14/2016	207.13	
VERIZON		TELECOMMUNICATIONS	003-0451/6-16	6/16/2016	1,039.90 *	
VERIZON		TELECOMMUNICATIONS	336-1545/6-16	6/13/2016	161.12	
VERIZON		TELECOMMUNICATIONS	336-1537/6-16	6/19/2016	53.21	
VERIZON		TELECOMMUNICATIONS	535-7272/6-16	6/13/2016	84.80	
VERIZON		TELECOMMUNICATIONS	624-9926/6-16	6/13/2016	94.89	
VERIZON WIRELESS		TELECOMMUNICATIONS	9768399720	6/02/2016	21.20	
VERIZON WIRELESS		TELECOMMUNICATIONS	5406016255214	6/15/2016	30.44	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	6.91	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	402.57 *	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	918.00	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	5,953.00	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	6,871.00 *	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	5,910.50	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	5,910.30 *	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	82.43	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	132.17	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	82.43	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	277.03 *	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	60.00	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	60.00 *	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	1,600.92	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	1,600.92 *	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	3.82	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	7.99	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	186.32	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	99.79	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	3.97	
VERIZON WIRELESS		TELECOMMUNICATIONS		6/15/2016	19.92	
DEPT # - 020000 MOBILITY MAINTENANCE						
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	402.57 *	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	918.00	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	5,953.00	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	6,871.00 *	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	5,910.50	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	5,910.30 *	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	82.43	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	132.17	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	82.43	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	277.03 *	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	60.00	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	60.00 *	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	1,600.92	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	1,600.92 *	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	3.82	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	7.99	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	186.32	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	99.79	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	3.97	
UNIFORM RENTAL		UNIFORM RENTAL	0330	7/01/2016	19.92	

ACCOUNTS PAYABLE LIST
GREENSBORO COUNTY WATER
DEPT # - 02000 *WASTEWATER MAINTENANCE**

6/27/2016 FROM DATE- 7/05/2016
AP375 TO DATE- 7/05/2016
FUND # - 001 *OPERATING EXPENDITURE***

VENOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	DATE	AMOUNT
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	824027	6/15/2016	20.98
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	824049	6/17/2016	6.97
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	824056	6/20/2016	11.99
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	824072	6/22/2016	20.98
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	824093	6/24/2016	3.79
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	40661388	6/08/2016	154.00
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	84298477-001	6/13/2016	87.74
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	28694950-001	6/15/2016	377.12
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	3667462	5/21/2016	2,643.80
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	3673122	6/07/2016	71.20
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	3677322	6/13/2016	783.28
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	3677536	6/15/2016	301.78
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	3679278	6/16/2016	103.00
GREENSBORO WATER	POWER EQUIPMENT SUPPLIES	POWER EQUIPMENT SUPPLIES	167037	6/13/2016	4,709.69 *
GREENSBORO WATER	POWER EQUIPMENT SUPPLIES	POWER EQUIPMENT SUPPLIES	167112	6/13/2016	287.91
GREENSBORO WATER	POWER EQUIPMENT SUPPLIES	POWER EQUIPMENT SUPPLIES	167131	6/15/2016	100.25
GREENSBORO WATER	POWER EQUIPMENT SUPPLIES	POWER EQUIPMENT SUPPLIES	167135	6/15/2016	43.68
GREENSBORO WATER	POWER EQUIPMENT SUPPLIES	POWER EQUIPMENT SUPPLIES	325926	6/15/2016	43.68
GREENSBORO WATER	POWER EQUIPMENT SUPPLIES	POWER EQUIPMENT SUPPLIES		6/15/2016	64.65
		TOTAL			540.17 *
		TOTAL			29,496.86

VENOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	DATE	AMOUNT
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	12155	7/01/2016	1,735.84
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	834-828676-16	6/10/2016	54.22
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	54060162585214	6/16/2016	9.76
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	54060162585213	6/16/2016	12.49
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	8330	7/01/2016	76.47 *
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	8330	7/01/2016	320.00
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	8330	7/01/2016	5,942.00 *
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	8330	7/01/2016	6,482.00 *
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	LEASE/JUL 2016	7/01/2016	1,483.66
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	LEASE/JUL 2016	7/01/2016	1,483.66 *
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	LEASE/JUL 2016	7/01/2016	2,299.00
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	LEASE/JUL 2016	7/01/2016	2,299.00 *
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	46077451	6/07/2016	70.66
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	460987A	6/16/2016	70.66
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	46931993	6/23/2016	70.66
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	9776480	6/16/2016	211.98 *
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	01886012	6/16/2016	1,919.67
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	01886012	6/06/2016	39.15
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	0181062	6/20/2016	1,958.82 *
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	0249211	6/16/2016	13.60
GREENSBORO WATER	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	0249211	6/16/2016	23.94

ACCOUNTS PAYABLE LIST
GREENSBORO COUNTY WATER
DEPT 9 - 022000 WATER TREATMENT - JARRETT**

6/27/2016 FROM DATE - 7/05/2016
8/27/2016 TO DATE - 7/05/2016
FUND 9 - 001 OPERATING EXPENDITURES**

VENOR NAME	CHANGE TO	DESCRIPTION	INVOICE	DATE	DEBIT	CREDIT
JARRETT WAREHOUSE		REPAIR & MAINTENANCE SUPPLIES	8249322	6/16/2016	37.99	
JARRETT WAREHOUSE		REPAIR & MAINTENANCE SUPPLIES	8249777	6/22/2016	34.95	
					110.76 *	
CRUTTS GILMAN		WEARING APPAREL	NOV15/7-2016	6/11/2016	45.00 *	
CORNFEL EQUIPMENT CO, INC		CHEMICALS	67667	6/17/2016	526.40	
WILSON USA INC		CHEMICALS	R1364839 CH	6/17/2016	1,000.00 *	
WILSON USA INC		CHEMICALS	R1399850	6/16/2016	3,773.78	
					3,220.18 *	
		TOTAL			47,423.71	
DEPT 9 - 023000 WARDEN LODGE WELL SYSTEM**						
AMERICAN UTILES		WARDEN LODGE WELL SYSTEM**	55794	5/17/2016	320.00	
		REPAIR & MAINTENANCE SERVICES			320.00 *	
NATIONAL VIRGINIA POWER		ELECTRICAL SERVICES	2634923076-17	6/14/2016	174.82	
WEIZOR		TELECOMMUNICATIONS	336-154576-16	6/13/2016	174.82 *	
WACHSP		INSURANCE-PROPERTY	8330	7/01/2016	53.21 *	
					367.00 *	
		TOTAL			935.83	
DEPT 9 - 024000 JACKSON FIELD HOME WATER SYSTEM**						
WEIZOR		JACKSON FIELD HOME WATER SYSTEM**	634-088776-16	6/19/2016	52.19	
		TELECOMMUNICATIONS			52.19 *	
WACHSP		INSURANCE-PROPERTY	8330	7/01/2016	447.00	
					447.00 *	
		TOTAL			499.19	
DEPT 9 - 031000 WAFALLING WGN SEWAGE TREAT. PLANT**						
LABS R REED & ASSOC INC		WAFALLING WGN SEWAGE TREAT. PLANT**	1406030	6/07/2016	150.00	
LABS R REED & ASSOC INC		LABORATORY SERVICES	1406074	6/15/2016	186.00	
		LABORATORY SERVICES			336.00 *	
SPICHT		TELECOMMUNICATIONS	5406816255214	6/15/2016	6.39 *	
					6.39 *	
WACHSP		INSURANCE-PROPERTY	8330	7/01/2016	1,130.00 *	
CSX TRANSPORTATION, INC		FREIGHT AND FEES	8317642	6/21/2016	1,230.48	
					1,230.48 *	
USA GLOBEON		OFF SUPPLIES	978316	6/14/2016	218.09	
					218.09 *	

REVENUE NAME CHARGE TO DEBITOR INVOICE DATE SS PAY \$

JANISAT HARDWARE REPAIR & MAINTENANCE SUPPLIES 0240580 6/24/2016 68.84
 68.84 *
 TOTAL 2,787.88

DEPT # - 022000 WATERS CREEK SEWER TREAT. PLANT#

**THREE CREEK SEWER TREAT. PLANT#
 REPAIRS & MAINTENANCE SUPPLIES
 12152 7/01/2016 1,192.74
 1,192.74 *

JAMES N NEED & ASSOC INC LABORATORY SERVICES 1606028 6/07/2016 178.80
 JAMES N NEED & ASSOC INC LABORATORY SERVICES 1606022 6/07/2016 600.00
 JAMES N NEED & ASSOC INC LABORATORY SERVICES 1606075 6/15/2016 499.00
 1,277.80 *

B & S SERVICES, INC. MAINTENANCE BLDG REPAIRS 17987 6/20/2016 8,750.00
 8,750.00 *

H & H SALES & SERVICE INC REPAIR & MAINTENANCE SERVICES 27036 6/09/2016 500.00
 ESSENTIAL RELIABILITY REPAIR & MAINTENANCE SERVICES PST 6162016 6/16/2016 320.00
 820.00 *

MELENDORGS ELECTRIC CORP ELECTRICAL SERVICES 388890100/6-16 6/17/2016 8,264.16
 8,264.16 *

WEIZON TELECOMMUNICATIONS 634-6094/6-16 6/11/2016 75.78
 SPRIET TELECOMMUNICATIONS 5406016255214 6/16/2016 5.98
 SPRIET TELECOMMUNICATIONS 5406016255213 6/16/2016 .02
 81.76 *

WDBRP INSURANCE: PROPERTY 8030 7/01/2016 200.00
 WDBRP INSURANCE: PROPERTY 8030 7/01/2016 7,519.88
 7,719.88 *

WDBRP INSURANCE: VEHICLE 8030 7/01/2016 2,367.98
 2,367.98 *

ARONAK UTILFORM SERV INC UTILFORM RENTAL 4687849 6/09/2016 94.29
 ARONAK UTILFORM SERV INC UTILFORM RENTAL 4689089 6/16/2016 94.29
 ARONAK UTILFORM SERV INC UTILFORM RENTAL 4684191 6/23/2016 94.29
 282.87 *

USA BLUEBOOK LAB SUPPLIES 97816 6/14/2016 229.88
 229.88 *

USA BLUEBOOK REPAIR & MAINTENANCE SUPPLIES 97816 6/14/2016 153.21
 FERTILINE INC REPAIR & MAINTENANCE SUPPLIES 3675921 6/11/2016 781.99
 945.20 *

UNIQOR USA INC CHEMICALS 01 6/01/2016 908.00-
 UNIQOR USA INC CHEMICALS 01 6/01/2016 325.00-
 JCI JONES CHEMICALS, INC CHEMICALS 691638 6/14/2016 726.58
 399.70 *

TOTAL 31,465.41

DEPT # - 036000 JANISAT SEWER TREATMENT PLANT#

JAMES N NEED & ASSOC INC LABORATORY SERVICES 1606021 6/07/2016 192.00
 192.00

6/27/2016 FROM DATE- 7/05/2016
 AP375 TO DATE- 7/05/2016
 FUND # - 001 MAINTENANCE EXPENDITURES

ACCOUNTS PAYABLE LIST
 GREENSBORO COUNTY WATER
 DEPT # - 034000 WASTEWATER TREATMENT PLANT

MEMORANDUM NAME	CHARGE TO	DESCRIPTION	EMPLOYEE	INVOICE DATE	\$\$\$ PAY \$\$\$
JAMES R REED & ASSOC INC	LABORATORY SERVICES	LABORATORY SERVICES	1804073	6/15/2016	311.00
WACHSP	INVENTORY PROPERTY		8330	7/01/2016	503.00 *
JAMES R REED & ASSOC INC	LAB SUPPLIES	LAB SUPPLIES	1804072	6/15/2016	631.00 *
USA BLUEBOOK	LAB SUPPLIES	LAB SUPPLIES	978316	6/14/2016	2.49
NOTER GUARD, INC	CHEMICALS		0228778-1H	6/15/2016	218.09
					220.50 *
					472.50 *
					472.50 *
					1,827.08
		TOTAL			

DEPT # - 035000 WASTEWATER TREAT. PLANT

MEMORANDUM NAME	CHARGE TO	DESCRIPTION	EMPLOYEE	INVOICE DATE	\$\$\$ PAY \$\$\$
B & B CONSULTANTS, INC.	CONSULTING SERVICES-ENGINEERING	CONSULTING SERVICES-ENGINEERING	19984	6/17/2016	472.50
JAMES R REED & ASSOC INC	LABORATORY SERVICES	LABORATORY SERVICES	1804072	6/07/2016	472.50 *
JAMES R REED & ASSOC INC	LABORATORY SERVICES	LABORATORY SERVICES	1804072	6/15/2016	42.00
ROBERTSON VIRGINIA POWER	ELECTRICAL SERVICES		5558766276-16	6/14/2016	84.00 *
WACHSP	INVENTORY PROPERTY		8330	7/01/2016	598.98 *
USA BLUEBOOK	LAB SUPPLIES	LAB SUPPLIES	978316	6/14/2016	374.00 *
WACHSP	REPAIRS & MAINTENANCE SUPPLIES		8311493	6/11/2016	207.66
POWER GUARD, INC	CHEMICALS		0228778-1H	6/17/2016	207.46 *
					4.79
					4.79 *
					175.50
					175.50 *
		TOTAL			1,917.23

DEPT # - 067300 WASTW - IN-TARE

MEMORANDUM NAME	CHARGE TO	DESCRIPTION	EMPLOYEE	INVOICE DATE	\$\$\$ PAY \$\$\$
B & B CONSULTANTS, INC.	CONSULTING		19976	6/17/2016	437.50
					437.50 *
		TOTAL			437.50

DEPT # - 067600 WASTWATER HAS EXT PROJ IMPR

MEMORANDUM NAME	CHARGE TO	DESCRIPTION	EMPLOYEE	INVOICE DATE	\$\$\$ PAY \$\$\$
ENERGY ENGINEERS INC	PROF. SERVICES-ENGINEERING		1117055	6/17/2016	750.00
					750.00 *
		TOTAL			750.00
		FUND TOTAL			103,664.00
		TOTAL DUE			103,664.00

Approved

Signed Alicia Whaley

Finance Supervisor 6/27/16
 Date

6/27/2015

FROM DATE- 7/01/2014
TO DATE- 7/01/2014

ACCOUNTS PAYABLE CHECKS
CREESVILLE COUNTY WATER

PAGE 1

FUND NR.	DESCRIPTION	AMOUNT
001	OPERATING EXPENDITURE	103,664.00
	TOTAL	103,664.00

6/21/2016 FROM DATE - 6/21/2016
 40375 TO DATE - 6/21/2016
 FUND # - 001 OPERATING EXPENDITURES**

ACCOUNTS PAYABLE LIST
 GREENVILLE COUNTY WATER
 DEPT # - 010000 ADMINISTRATION**

ORDER NAME CHECK ID INVOICE # INVOICE DATE CHECK DATE \$ \$ PAY \$ \$

DEPT # - 010000 ADMINISTRATION**

RUSSELL O SLAYTON, JR REGIONAL INTERIM**
 COUNTY EXPENDITURES#RETRNO

HELANA A. VELIKY 6/21/2016 6/21/2016 5,276.00
 5,276.00 *
 5,276.00

TOTAL

FUND TOTAL 5,276.00

TOTAL DUE 5,276.00

Approved

Signed Alice Whitty

Finance Supervisor
 Title

6/21/16
 Date

6/21/2016 FROM DATE- 6/21/2016 ACCOUNTS PAYABLE CHECKS
TO DATE- 6/21/2016 GREENSVILLE CHURCH WATER

FUND NO. DESCRIPTION

001 ADMINISTRATION EXPENSES
TOTAL

56,276.00
6,276.00

ACCOUNTS PAYABLE LIST
GREENSBORO WATER AUTH
DEPT # - 07000 *PROJECT ADMINISTRATION*

6/27/2016 FIRM DATE- 7/05/2016
88275 TO DATE- 7/05/2016
FUND # - 001 *WATER/SEWER/STORM*

VENOR NAME	COURSE YR	DESCRIPTION	INVOICE NUMBER	INVOICE DATE	INVOICE PER	CHECK DATE	AMOUNT	PAY #
DEPT # - 07000 *PROJECT ADMINISTRATION*								
PROJECT ADMINISTRATION								
B & B CONSULTANTS INC		PROF SERVICES: OTHER	18775	6/17/2016		7/05/2016	200.00	
B & B CONSULTANTS INC		PROF SERVICES: OTHER	18791	6/17/2016		7/05/2016	1,207.50 *	
INDEPENDENT MESSENGER		REPORTING	08565/5-2016	5/31/2016		7/05/2016	424.00 *	
		TOTAL					424.00 *	
DEPT # - 07400 *INTAKE AND PUMP STATIONS*								
INTAKE AND PUMP STATIONS								
INDEPENDENT MESSENGER		REPORTING	08565/5-2016	5/31/2016		7/05/2016	56.54 *	
		TOTAL					56.54 *	
DEPT # - 07700 *RESERVOIR/INT. PUMP STATION*								
RESERVOIR/INT. PUMP STATION								
INDEPENDENT MESSENGER		REPORTING	08565/5-2016	5/31/2016		7/05/2016	56.53 *	
		TOTAL					56.53 *	
DEPT # - 07800 *RAW WATER MAINS*								
RAW WATER MAINS								
INDEPENDENT MESSENGER		REPORTING	08565/5-2016	5/31/2016		7/05/2016	56.53 *	
		TOTAL					56.53 *	
FUND TOTAL							2,301.10	
TOTAL DUE							2,301.10	

Approved

Signed Olivia Whiteley

Finance Supervisor

6/27/16
Date

01/2016

FROM DATE- 7/25/2016
TO DATE- 7/25/2016

ACCOUNTS PAYABLE CHECKS
GREENVILLE CO WIS RUTR

PAGE 1

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62 JUL 10
2,001.10

TOTAL

**GREENSVILLE COUNTY
WATER AND SEWER AUTHORITY**

TO: Greensville County Water and Sewer Authority
FROM: Glen Gibson, Utility Projects Coordinator
RE: Three Creek SCADA (Supervisory Control and Data Acquisition) Project
DATE: June 13, 2016

The Authority needs to procure a contractor for the Three Creek Wastewater Treatment Plant SCADA project. On September 21, 2015 the Authority adopted resolution 15-69, authorizing the Authority to procure the equipment and programming by competitive negotiation. The Staff advertized for this service in the local newspaper and mailed requests for proposals to SCADA contractors on the Authority's Bid List.

Members of the Authority Staff and Mr. Carroll interviewed three SCADA contractors on May 20, 2016. The Staff concluded Dorsett Technologies should be selected to provide the service.

The project will replace the 27 year old control system at the Three Creek Wastewater Treatment Facility and four large wastewater pump stations.

I respectfully recommend the Authority take the following actions:

- Award the SCADA contract to Dorsett Technologies, in the amount of \$129,000. I have attached a copy of their proposal for your review.
- Authorize the Authority Director to execute a contract prepared by the County Attorney, Mr. Russell Slayton.

Please contact me if you have any questions or need additional information. Thank you for your attention to this matter.



June 7, 2016

Greensville County Water and Sewer Authority

1781 Greensville County Circle
Emporia, VA 23847

Reference: Three Creek Wastewater Treatment Plant SCADA Replacement Project

Dear Glen:

We are pleased to provide a proposal to include a fully functional SCADA system for Greensville County. This proposal includes the Dorsett Technologies InfoScan system communicating via ethernet wireless bridge network at the plant. The server will be located in the main control building. The county will be able to access its system via the local HMI at the main control building and through a web browser, smart phones, tablet, etc. at its convenience. Credentials will be assigned to the desired parties. In addition, the access can be modified from view only to control abilities. This is your preference.

The design within the plant is as follows; RTU's will be installed at the Main Control Building, The Pump Station Building, and The Blower Building. Again, these will all communicate back to the Main Control Building via ethernet wireless bridge.

The remote locations will each be equipped with an RTU and communicate back to the Main Control Building via cellular technology. This proposal includes turnkey pricing to provide, install, and start up four remote pump stations. I/O list for each site are provided below in block diagram form.

The system proposed can easily absorb any growth or expansion of Greensville County's water and wastewater SCADA system. Dorsett Technologies does not require service contracts and licensing fees. With the purchase the InfoScan software we offer a level of value added benefits that are unmatched in the industry. We offer free upgrades on the InfoScan software for the life of the system, and free training in Yadkinville, NC. Our InfoScan system is delivered to handle more than 100,000 I/O points. We also offer 24 hour a day/7 day a week phone and internet coverage at no cost. The internet connection will be the responsibility of the county. These cost saving benefits will allow for a very economic growth strategy. We look forward to working with Greensville County to develop and implement a tool of efficiency.

The following proposal is based off the information acquired during the pre bid meeting and site visits with Michael, Glen, and Gary through numerous meetings.

The following equipment will be provided by Dorsett Technologies:

Three Creeks WWTP (3 RTUs)

Control Building RTU

- Two MS5 UNV Controller
- One MS5 UNV 2 Card Back Panel (to be installed in existing cabinet)
- One UPS, Surge Protection, and Isolation
- One Ethernet Wireless Bridge
- One Digital Display
- One Lot of engineering, programming, and startup

Pump Station RTU

- Three MS5 UNV Controller
- One MS5 UNV 3 Card Panel
- One UPS, Surge Protection, and Isolation
- One Ethernet Wireless Bridge
- One Digital Display
- One Lot of engineering, programming, and startup

Blower Building RTU

- Three MS5 UNV Controller
- One MS5 UNV 3 Card Panel
- One UPS, Surge Protection, and Isolation
- One Ethernet Wireless Bridge
- One Digital Display
- One Lot of engineering, programming, and startup

Remote Pump Station Locations (4 RTUs)

Jarratt Pump Station

- One MS5 VIO Controller
- One MS5 VIO 2 Card Panel
- One Cellular Modem with antenna
- One UPS, Surge Protection, and Isolation
- One Lot of engineering, programming, and startup

Greenville Pump Station

- One MS5 VIO Controller
- One MS5 VIO 2 Card Panel
- One Cellular Modem with antenna
- One UPS, Surge Protection, and Isolation
- One Lot of engineering, programming, and startup

Three Creek Pump Station

- One MS5 VIO Controller
- One MS5 VIO 2 Card Panel
- One Cellular Modem with antenna
- One UPS, Surge Protection, and Isolation
- One Lot of engineering, programming, and startup

Horseshoe Road Pump Station

- One MS5 UNV Controller
- One MS5 UNV 1 Card Panel
- One Cellular Modem with antenna
- One UPS, Surge Protection, and Isolation
- One Lot of engineering, programming, and startup

Control Building Server

The server will be ordered and shipped to Dorsett Technologies headquarters in Yadkinville, NC where the InfoScan software will be uploaded and tested before being shipped to Greensville County's Three Creek WWTP, where it will be installed at your desired location. Greensville County will be responsible for any furniture needed to house the server and workstation.

This proposal includes just one server. However, we do advise Greensville County to have a backup server. This is something that doesn't need to happen the first year but we do recommend that you have one moving forward.

One Intel Xeon E3-1220v2 3.10 GHz, 8M Cache, Turbo, Quad Core/4T, 8 GB of RAM, Graphics card or integrated adapter, 24" wide screen monitor, Two 1 TB (minimum) Hard Drives, Hardware Raid1 adapter (mirrored drives), Office Jet Pro 8100 e-Printer, Two 16 GB USB Flash Drives for data backup, 16x/DVD+/-RW CD-ROM or DVD-ROM, UPS, Sound card and external speakers, USB QWERTY Keyboard with numeric keypad and cursor keys, Two Button Optical Mouse, Windows Server 2012 R-2, Standard Edition Microsoft Visio 2013 Professional software for graphic and drawing generation, Integrated or add-in Network Interface Card (gigabit Ethernet), Oracle and 3 Year Next Business Day manufacturer support.

Points List

Three Creek WWTP

Location	Point	Use	Description	DI	DO	AI	AO
Control Building RTU		Power Fail	120 volt relay	1			
	Influent Channel Independent Alarm	Monitor Float	120 volt relay	1			
	Waste Sludge Vault Flow Meter	Monitor	4-20 ma			1	
	Return Sludge Valve Vault Flow Meter (RCS and RAS)	Monitor	4-20 ma			2	
	Return Sludge Valve (RCS and RAS)	Control	120 volt relay				2
	Disinfection Building CL2 and CO2 Detection Alarms	Monitor	120 volt relay	2			
	Generator/Transfer Switch	Monitor Status	120 volt relay	1			
	Generator/Transfer Switch	Start/Stop	120 volt relay		1		

	Main Process Flow Meter	Monitor	4-20 ma			1	
	Main Process Valve	Control	120 volt relay				1
	Main Process Valve	Monitor	120 volt relay	1			
	RCS Independent Float	Monitor for alarm	120 volt relay	1			
	RAS Independent Float	Monitor for alarm	120 volt relay	1			
	Influent Independent Float	Monitor for alarm	120 volt relay	1			
	EQ Basin High Water Float (each cell)	Monitor for alarm	120 volt relay	2			
	Influent Pump Dry Well Float	Monitor	120 volt relay	1			
	Mechanical Low Pressure Switch	Monitor	4-20 ma			1	
	Centrifuge Building	Power Fail	120 volt relay	1			
	Centrifuge	Common Alarm	120 volt relay	1			
	Centrifuge	Run Status	120 Volt Relay	1			

Location	Point	Use	Description	DI	DO	AI	AO
Influent Pump Station RTU		Power Fail	120 volt relay	1			
	RAS Pump 1,2	Status	120 volt relay	2			
	RAS Pump 1,2	Start/Stop	120 volt relay		2		
	RAS Pump 1,2	HOA	120 volt relay	2			
	RAS Pump 1,2	VFD Feedback	4-20 ma			2	
	RAS Pump 1,2	VFD Control	4-20 ma				2
	RAS Pump 1,2	VFD General Alarm	120 volt relay	2			
	RAS Pump 1,2	Pump Fail (limit switches)	120 volt relay	2			
	RAS Wet Well Level	Monitor	4-20 ma			1	
	RCS Pump 1,2	Status	120 volt relay	2			
	RCS Pump 1,2	Start/Stop	120 volt relay		2		
	RCS Pump 1,2	HOA	120 volt relay	2			
	RCS Pump 1,2	Pump Fail (limit switches)	120 Volt Relay	2			
	RCS Wet Well Level	Monitor	4-20 ma			1	
Future 4th	Influent Pumps 1,	Status	120 volt relay	3			

	2, and 3						
Future 4th	Influent Pumps 1, 2, and 3	Start/Stop	120 volt relay		3		
Future 4th	Influent Pumps 1, 2, and 3	HOA	120 volt relay	3			
Future 4th	Influent Pumps 1, 2, and 3	Pump Fail (limit switches)	120 volt relay	3			
Future 4th	Influent Pumps 1, 2, and 3	Manual Bypass Switch	120 volt relay	3			
	Influent Pumps Wet Well	Monitor	4-20 ma			1	
	Lead Float	Monitor	120 volt relay	1			
	Lag Float	Monitor	120 volt relay	1			
	Lag Lag Float	Monitor	120 volt relay	1			
	Influent Flow Meter	Monitor	4-20 ma			1	
	Post Aeration Chamber Flow Meter	Monitor	4-20 ma			1	

Location	Point	Use	Description	DI	DO	AI	AO
Blower Building RTU		Power Fail	120 volt relay	1			
	Blower 1-5	Status	120 volt relay	5			
	Aerobic Digester High Level Floats	Monitor for alarm	120 volt relay	4			
	Waste Pit High Water Floats	Monitor for alarm	120 volt relay	2			
	EQ Basin Level Sensors	Monitor	4-20 ma			4	
	Aeration Basin DO Sensors	Monitor	4-20 ma			4	
	Blower #6 and #7	VFD Control	4-20 ma				2
	Blower #6 and #7	VFD Feedback	4-20 ma			2	
	Blower #6 and #7	Status	120 volt relay	2			
	Blower #6 and #7	Start/Stop	120 volt relay	2			
	Blower #6 and #7	Monitor Failures	120 volt relay	2			
	Blower #6 and #7	Monitor Temperature	4-20 ma			2	
	Blower #6 and #7	Monitor Motor Speed %	4-20 ma			2	

	Blower #6 and #7	Monitor Common Alarm	120 volt relay	2			
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REMOTE SITES

Location	Point	Use	Description	DI	DO	AI	AO
Jarratt Pump Station	Pump 1, 2	Status	120 volt relay	2			
	Pump 1, 2	Start/Stop	120 volt relay		2		
		Power Failure	120 volt relay	1			
	Float	High Wet Well	120 volt relay	1			
	Limit Switches	Flow Fail	120 volt relay	2			
	Level Transducer	Wet Well Monitor Level	4-20 ma			1	
	Float	Dry Wet Well	120 volt relay	1			
	Pump 1, 2	HOA	120 volt relay	2			

Location	Point	Use	Description	DI	DO	AI	AO
Greensville Pump Station	Pump 1,2	Status	120 volt relay	2			
	Pump 1,2	Start/Stop	120 volt relay		2		
		Power Failure	120 volt relay	1			
	Float	High Wet Well	120 volt relay	1			
	Limit Switches	Flow Fail	120 volt relay	2			
	Level Transducer	Wet Well Monitor Level	4-20 ma			1	
	Float	Dry Wet Well	120 volt relay	1			
	Pump 1, 2	HOA	120 volt relay	2			

Location	Point	Use	Description	DI	DO	AI	AO
Three Creek Pump Station	Pump 1,2	Status	120 volt relay	2			
	Pump 1,2	Start/Stop	120 volt relay		2		
		Power Failure	120 volt relay	1			
	Float	High Wet Well	120 volt relay	1			
	Limit Switches	Flow Fail	120 volt relay	2			
	Level Transducer	Wet Well Monitor Level	4-20 ma			1	
	Float	Dry Wet Well	120 volt relay	1			
	Pump 1, 2	HOA	120 volt relay	2			

Location	Point	Use	Description	DI	DO	AI	AO
Billy Poarch Pump Station	Pump 1,2	Status	120 volt relay	2			
	Pump 1,2	Start/Stop	120 volt relay		2		
		Power Failure	120 volt relay	1			
	Float	High Wet Well	120 volt relay	1			
	Limit Switches	Flow Fail	120 volt relay	2			
	Level Transducer	Wet Well Monitor Level	4-20 ma			1	
	Float	Dry Wet Well	120 volt relay	1			
	Pump 1, 2	HOA	120 volt relay	2			
	Generator	Run Status	120 Volt Relay	1			

InfoScan Owner Benefits:

- * Full development version of software
- * 24/7 free phone and internet support
- * Unlimited expansion
- * Free lifetime InfoScan updates
- * Free training at our facility
- * Historical database, web access, alarm call out programming, Alarm management, reports, and real time and historical trending

Average Cellular Cost Per Month: \$12.00 (Per Site)-Remote Sites Only

Total Material, Labor, and Expenses for Dorsett's InfoScan System to be installed at just the plant with a local server: \$63,854.00

Total Electrical Installation Cost: \$18,346.00

Total Instrumentation Cost: \$6,756.00

Grand Total Turnkey for the plant SCADA with a local server: \$88,956.00

Grand Total Turnkey on all 4 Pump Stations Total : \$40,044.00

Total Project Cost: \$129,000.00

Terms and conditions on separate pages need to be initialed for they are part of this contract.

Accepted by:

Greensville County Water and Sewer

Kindest Regards,

**Mark Gordon
SCADA SALES
336-469-3767**

mgordon@dorsett-tech.com

www.dorsett-tech.com

GREENSVILLE COUNTY WATER AND SEWER AUTHORITY

TO: Greensville County Water and Sewer Authority
 FROM: Glen Gibson, Utility Projects Coordinator
 RE: Rte 58 West Water and Sewer Extensions – Contracts A, B, C & D
 DATE: June 28, 2016

These contracts will construct a large part of the Phase 1 improvements, required to provide service to the Dominion Power Plant.

The Authority received sealed bids from contractors for each of the proposed contracts. The following is a summary of the lowest responsible bid and the base bid amount for each contract:

Contract	Project Description	COMPANY NAME	BASE BID
A	500,000 gallon Elevated Storage Tank	Caldwell Tanks, Inc.	\$1,159,700
B	Two booster pump stations, Slages Lake Rd., Everette's Lake Rd., & Ruritan Dr. water line.	H.G. Reynolds Company, Inc.	\$2,984,560
C	Rogers Rd. & Brunswick Rd. water line and force main. Wastewater pump station	Tony E. Hawley Construction Co. Inc.	\$1,955,275
D	58 West and Brunswick Rd. water line and force main.	Peters & White Construction Co., Inc.	\$1,439,911

The Consulting Engineer, B&B Consultants, Inc., and the Authority Staff have reviewed the bids and each contractor's qualifications. Our evaluation determined that the lowest responsible bidder for each contract has the manpower, equipment, experience, and expertise to complete the project.

Please contact me if you have questions or need additional information.

COUNTY OF GREENSVILLE

To: Honorable Greenville County Water and Sewer Authority

From: K. David Whittington, Director 

Subject: Award of Contract A

Date: June 28, 2016

On Thursday, June 23, 2016, Rural Development delivered its Letter of Conditions (LOC) for the Dominion Utilities Project. A copy of the LOC is attached. The appropriate staff members were present and each are being called upon to submit the information required by the LOC that they have been assigned. A spreadsheet has been developed identifying the information required by the LOC and the staff member assigned to provide that information. A copy of the spreadsheet is also attached.

The Staff has been asked to provide that information by noon on Friday July 1, 2016. The Authority cannot close on the \$22 million loan until all conditions in the LOC have been appropriately addressed.

There are no funds guaranteed from Rural Development until the loan is closed. Staff is requesting you award Contract A, Elevated Water Storage Tank, to Caudwell Tanks Inc. in the amount of \$1,159,700 at your July 5th meeting. The contractor is required to hold his bid for a minimum of 60 days. It has been approximately 90 days since the bid was received. Without your action on July 5, the bidder is free to withdraw from the procurement process and the Authority would have to rebid. This will take a minimum of 60 days to complete, possibly creating timing issues with Dominion, and will be more costly than the first bid.

The Staff discussed the Authority's situation with Ms. Peggy Jordan, with Rural Development. She understands the situation the Authority is in. The Rural Development paperwork can catch up with the project retroactively after closing. Regardless of the funding source, either Dominion or Rural Development, the Authority is contractually required to construct the tank.

The Staff recommends awarding Contract A to Caudwell Tanks Inc., in the amount of \$1,159,700 at your July 5th meeting.

CC: Russell Slayton	Sam Carroll
Moses Clements	Alice Whitby
Brenda Parson	Mac Bugg
Tricia Lewis	



United States Department of Agriculture

COPY

Rural Development

June 22, 2016

Courtland Area Office
22329 Main Street
Courtland VA 23837

Voice: 757-653-2532
Fax: 855-627-9828

Mr. K. David Whittington, Executive Director
Greensville County Water and Sewer Authority
1781 Greensville County Circle
Emporia VA 23847

Dear Mr. Whittington:

This letter, with Attachments 1 through 7, establishes conditions which must be understood and agreed to by you before further consideration may be given to your application for financial assistance from Rural Development for the construction of a water reservoir and intake structure. The Rural Development staff administers this financial assistance on behalf of the Rural Utilities Service. Any changes in project cost, source of funds, scope of services, or any other significant changes in the project or applicant must be reported to and approved by Rural Development by written amendment to this letter. Any changes not approved by Rural Development shall be cause for discontinuing processing of the application.

This letter is not to be considered as approval of financial assistance or as a representation as to the availability of funds. The financial package may be completed on the basis of a Rural Development loan not to exceed \$22,153,000; a Rural Development grant not to exceed \$2,180,000; connection fees in the amount of \$29,700 from new users; a \$16,270,760 capital contribution from Dominion Virginia Power, a \$600,000 Community Development Block Grant (CDBG) from the Department of Housing and Community Development; a \$2,285,000 loan from the Virginia Resources Authority (VRA); and a \$2,710,000 loan from CoBank, for a total project cost of \$46,228,460.

You may be required to refinance the unpaid balance of the proposed loan, in whole or in part, upon the request of the Government if at any time it shall appear to the Government that you are able to refinance your obligation by obtaining a loan for such purposes from responsible lending sources at reasonable rates and terms for loans for similar purposes and periods of time.

All regulations, forms, and bulletins outlined in this letter can be obtained from our web site at <http://www.rd.usda.gov/>. From this web site, you must review RUS Instruction 1780, Subparts B, C, and D. You must also review RD Instruction 1940-Q and all exhibits. If you do not have internet access, we will provide the appropriate documents. Any regulation, form, or bulletin identified in this letter as a Virginia form will be provided to you at the appropriate time.

Extra copies of this letter are being provided for use by your engineer, attorney, bond counsel, and accountant. These representatives must also review the appropriate subparts of RUS Instruction 1780.

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Attached are the following:

- Attachment No. 1 - Form RD 442-7, Operating Budget
- Attachment No. 2 – Form RD 442-2, Statement of Budget, Income, and Equity
- Attachment No. 3 - Form RD 442-3, Balance Sheet
- Attachment No. 4 – Government Auditing Standards (Revision 2003)
- Attachment No. 5 – RUS Bulletin 1780-31
- Attachment No. 6 - Virginia RUS Bulletin 1780-1, with attachment
(Engineer's copy)
- Attachment No. 7 - Form RD 1942-46, Letter of Intent to Meet Conditions

The conditions referred to in the first paragraph of this letter are as follows:

1. Project Budget - Funding from all sources has been budgeted for the estimated expenditures as follows:

<u>Project Costs</u>	<u>Total Budgeted</u>
Construction	\$ 34,857,292
Wetlands Impact	787,500
Electrical Costs to Dominion	215,000
Land and Rights-of-Way	2,617,370
Legal and Bond Counsel Fees	30,000
Engineering Fees:	
Basic	2,403,741
Inspection	597,550
Additional	40,000
Construction Contingency	3,348,007
Interest	<u>1,332,000</u>
TOTAL PROJECT COSTS	\$ 46,228,460

2. Project Funds - The project funding is planned from the following sources and amounts:

<u>Project Funding Source</u>	<u>Funding Amount</u>
Rural Development Loan	\$ 22,153,000
Rural Development Grant	2,180,000
Dominion Capital Contribution	16,270,760
CDBG Grant	600,000
VRA Loan	2,285,000
CoBank Loan	2,710,000
New User Connection Fees	<u>29,700</u>
TOTAL PROJECT FUNDING	\$ 46,228,460

Section 363 (7 USC 2006e) of the Consolidated Farm and Rural Development Act (Con Act) states the following: "The Secretary shall not approve any loan under this title to drain, dredge, fill, level or otherwise manipulate a wetland [as defined in section 1201(a)(16) of the Food Security Act of 1985 (16 U.S.C. 3801(a)(16)], or to engage in any activity that results in impairing or reducing the flow, circulation, or reach of water, except in the case of activity related to the maintenance of previously converted wetlands, or in the case of such activity that is already commenced before November 28, 1990. This section shall not apply to a loan made or guaranteed under this title for a utility line." **As the reservoir will permanently impact wetlands, Rural Development loan funds cannot be used for any costs directly associated with the reservoir and its resulting wetlands impact.**

Any changes in funding sources following obligation of Rural Development funds must be reported to the processing official. You must assure that all project funds are expended only for the eligible items included in the project budget of this letter of conditions or as amended by Rural Development in writing at a later date.

The connection fees from new users shall be considered as the first funds expended. After providing for all authorized costs, any remaining Rural Development project funds will be considered to be Rural Development grant funds and refunded to Rural Development. If the amount of unused Rural Development project funds exceeds the Rural Development grant, that part would be Rural Development loan funds and applied as an extra payment to your loan.

Prior to advertisement for construction bids, you must provide evidence showing that all other planned funds are available for expenditure. Prior to the start of construction, an agreement should be reached with all funding sources on how funds are to be disbursed.

3. Disbursement of Funds – Rural Development or interim financing funds will be advanced as they are needed in the amount necessary, over thirty-day periods, to cover Rural Development's proportionate share of any disbursements required of your entity. Interim financing will be used for the Rural Development loan if it is available at reasonable rates and terms. If interim financing is used, you must provide Rural Development with a copy of the tentative agreement reached in connection with interim financing for review and approval.

The Debt Collection Improvement Act (DCIA) of 1996 requires that all Federal payments be made by Electronic Funds Transfer/Automated Clearing House (EFT/ACH). Borrowers receiving payments by EFT will have funds directly deposited to a specified account at a financial institution with funds being available to the recipient on the date of payment. The borrower should complete Form SF-3881, Electronic Funds Transfer Payment Enrollment Form, for each account where funds will be electronically received. The completed form(s) must be received by Rural Development at least thirty (30) days prior to the first advance of funds.

You must establish a separate fund, to be known and hereinafter referred to as the Construction Account, with a participating 31 CFR Part 202 collateral depository, Federal agency, or Federal Reserve Bank acting as a fiscal agent in the United States. All project funds will be deposited into this account. The account shall be used solely for the purpose of paying authorized costs of the project as outlined in the project budget. Once the funds are deposited into the construction account, they become your responsibility. Financial institutions or depositories accepting deposits of public funds and providing other financial agency services to the Federal Government are required to pledge adequate, acceptable securities as collateral. General requirements for designating depositories and regulations governing the pledging of collateral are identified in 31 CFR Part 202 (“Depositaries and Financial Agents of the Federal Government”). The Department of Treasury’s current acceptability and valuation requirements are identified in 31 CFR Part 380 (“Collateral Acceptability and Valuation”), and specific eligibility and valuation guidance is provided in Treasury’s procedural instructions and on Treasury’s Bureau of the Public Debt website at <http://www.publicdebt.treas.gov>. All funds in the account will be secured by a collateral pledge equaling at least 100% of the highest amount of funds expected to be deposited in the Construction Account at any one time.

Any Rural Development grant funds not disbursed immediately upon receipt must be deposited in an interest-bearing account except as follows:

- a. Federal grant awards (includes all federal funding sources) less than \$120,000 per year.
 - b. The best available interest bearing account would not be expected to earn in excess of \$100 per year. Any excess will be submitted to Rural Development at least quarterly as required in 7 CFR, Part 3016.
 - c. The depository would require a minimum balance so high that it would not be feasible.
4. **Loan Repayment – For purposes of our accounting system, the \$22,153,000 loan must be split into three loans.**

The first \$9,800,000 loan will be scheduled for repayment over a period of 40 years. The payments due the first 2 years will consist of interest only and will be paid annually on the first and second anniversaries of the bond. Payments for the remaining 38 years will be equal amortized annual installments. For planning purposes, use a 2.25% interest rate and an annual amortization factor of .03943, which provides for an annual payment of \$386,414.

The second \$7,000,000 loan will be scheduled for repayment over a period of 40 years. The payments due the first 2 years will consist of interest only and will be paid annually on the first and second anniversaries of the bond. Payments for the remaining 38 years will be equal amortized annual installments. For planning purposes, use a 2.25% interest rate and an annual amortization factor of .03943, which provides for an annual payment of \$276,010.

The third \$5,353,000 loan will be scheduled for repayment over a period of 40 years. The payments due the first 2 years will consist of interest only and will be paid annually on the first and second anniversaries of the bond. Payments for the remaining 38 years will be equal amortized annual installments. For planning purposes, use a 2.25% interest rate and an annual amortization factor of .03943, which provides for an annual payment of \$211,069.

Unless you choose otherwise, the interest rate will be the lower of the rate in effect at the time of loan approval or the time of loan closing. Should the interest rate outlined above be reduced at closing, your payments will be recalculated based on the lower rate. The payment due date will be established as the day the loan closes.

You will be required to participate in the Preauthorized Debit (PAD) payment process, which will allow for your payments to be electronically debited from your account on the day your payments are due.

5. Security - The loans must be secured by a Revenue Bond, a pledge of the net revenues of your water utility, and other agreements between you and Rural Development as set forth in the Bond Resolution which must be properly adopted and executed by the appropriate officials of your organization. Additional security requirements are contained in RUS Bulletin 1780-27, Loan Resolution, and RUS Bulletin 1780-12, Grant Agreement.
6. Bond Counsel - The services of a recognized bond counsel are required. In accordance with RD Instruction 1780, Subpart D, bond counsel will prepare the form of Resolution to be used. You should immediately provide your bond counsel with a copy of this letter of conditions. The bond documents must reflect that the borrower must maintain a 10% debt service reserve.
7. Reserves – Reserves must be properly budgeted to maintain the financial viability of any operation. Reserves are important to fund unanticipated, emergency maintenance and repairs and assist with debt service should the need arise. Reserves can also be established and maintained for the anticipated and expected expenses, including, but not limited to, operation and maintenance, customer deposits, and depreciation of short-lived assets.

It has been determined as part of this funding proposal that you have sufficient funds to establish reserves for the following purposes and amounts:

	<u>Amount on Hand</u>	<u>Annual Set-Aside</u>	<u>Total Fully Funded</u>
Operation and Maintenance	\$ 358,000	\$ 0	\$ 358,000
Depreciation of Short-Lived Assets	\$ 0	\$ 72,766	\$1,044,990

As a part of this Rural Development loan proposal, you must establish and fund a debt service reserve. Beginning in the same year that the first installments of principal and interest are due, this reserve must be accumulated at the rate of

10% of the annual debt payments until one annual installment is accumulated. This reserve is required to establish an emergency fund for maintenance, repairs, and debt repayment should the need arise. Ten percent of the proposed loan installments would equal \$87,350 per year.

8. Users - This letter of conditions is based upon your providing evidence that you will have a minimum of 1,760 bona fide actual users (2,353 equivalent users) on the water system when it has been completed and is placed in operation. This evidence will consist of a certification that identifies and attests to the number of users that are actually connected to and using the water system.

Information and material evidencing compliance with this requirement must consist of (1) your written certification as to the number of users connected to and using the service of the existing system (paying monthly bills), (2) records evidencing that user contributions have been paid, and (3) a list of all users receiving service from the existing system.

Rural Development understands that the Authority has adopted, and enforces, a Mandatory Connection Ordinance. A copy of this ordinance must be provided for Rural Development review. In addition, prior to advertisement for construction bids, you must provide a certification attesting to the number of users.

9. Delayed Payment Penalty - On all user accounts not paid in full within twenty (20) days from the date of bill, ten percent (10%) will be added to the net amount due. If any bill is not paid within sixty (60) days after the due date, service to the customer will be discontinued. Service will not be restored until all past due bills have been paid in full and all accrued penalties, plus a reconnection charge, have been paid.
10. Proposed Operating Budget and User Rate Analysis – Prior to written authorization from Rural Development to proceed with the bidding phase, you will be required to submit a copy of your proposed annual operating budget and rate analysis which supports the proposed loan repayment. The operating budget should be based on a typical year's cash flow subject to completion of this project in the first full year of operation. The rate analysis will be required to show the number of users, their average consumption based on a twelve-month consecutive average, and a rate structure to support the necessary revenue to make the operating budget cash flow. Form RD 442-7, Operating Budget, or similar form may be utilized for this purpose.

You must adopt and maintain a rate schedule that provides adequate income to meet the minimum requirements for operation and maintenance, debt service, and reserves. This rate schedule must provide for a minimum monthly EDU cost of \$23.10. Prior to requesting authorization to bid, you must provide:

- a. A draft rate resolution

- b. A use and income analysis and operating budget. These documents must be based on the anticipated active customers, and the budget must show repayment ability.**

Prior to closing, you must provide evidence that the rate resolution has been adopted, as well as evidence indicating the rates will be placed into effect at the beginning of the first full year of operation after construction of this project.

11. Legal Services Agreement - You must provide an agreement for legal services for our review. RUS Bulletin 1780-7 may be used as a guide in preparing the agreement. The cost for this service has been included in the project funding outlined in item 1 of this letter of conditions.
12. Organizational Documents - The documents creating the Authority have been reviewed and found to be acceptable.
13. Facility Control - Prior to advertisement for construction bids, you must furnish satisfactory evidence that you have or can obtain adequate continuous and valid control over the lands needed for the project. Such evidence must be in the following form:
 - a. A right-of-way map showing clearly the location of all lands and rights needed for the project. The map must designate public and private lands and rights and the appropriate legal ownership thereof.
 - b. A copy of deeds, contracts, or options for any lands needed other than rights-of-way, along with a preliminary title opinion covering such lands. Form RD 1927-9, Preliminary Title Opinion, may be used. Also, in the case of existing systems or where you have already acquired real property (land or facilities), a preliminary title opinion concerning all such property must be provided.
 - c. Prior to or at the time of closing, a Final Title Opinion showing no exceptions must be provided. Form RD 1927-10 may be used.
 - d. A copy of the right-of-way easements for any rights-of-way needed on private lands. Form RD 442-20, Right-of-Way Easement, may be used. Each easement need not be provided this office; however, each must be available for Rural Development review. A copy of the easement to be used must be approved by Rural Development.
 - e. Form RD 442-22, Opinion of Counsel Relative to Rights-of-Way, must be completed. This form may contain a few exceptions such as properties that must be condemned; however, prior to start of construction or closing, whichever occurs first, a new Form 442-22, which does not provide for any exceptions, must be provided.

If rights-of-way are not needed for the proposed project, a certification to that effect from your attorney will satisfy items a, d, and e above.

14. Permits - Copies of all permits needed for the project or a statement of permit availability from the permit issuer must be provided for our review prior to advertisement for construction bids. Such permits may include, but are not limited to, those issued by the following:
- Zoning Code Permits
 - Building Code Permits (including erosion and sedimentation control plans)
 - Virginia Department of Highways and Transportation
 - Railroads
 - State Department of Health
 - Department of Environmental Quality
 - Corps of Engineers
 - State Corporation Commission
 - Marine Resources Commission

In addition, your attorney must provide a narrative opinion which identifies and addresses the need and adequacy of all certificates, permits, licenses, etc., needed for the construction and operation of the facility.

15. Reporting Requirements Related to Expenditure of Funds - An annual audit under the Single Audit Act is required if you expend \$750,000 or more in Federal financial assistance per fiscal year. The total Federal funds expended from all sources shall be used to determine Federal financial assistance expended. Expenditures of interim financing are considered Federal expenditures.

All audits are to be performed in accordance with 2 CFR Part 200, as adopted by USDA through 2 CFR Part 400. Further guidance on preparing an acceptable audit can be obtained from Rural Development. The audit must be prepared by an independent licensed Certified Public Accountant and must be submitted within nine (9) months of your fiscal year-end.

If an audit is required, you must enter into a written agreement with the auditor and submit a copy to the Agency prior to the advertisement of bids. The audit agreement may include terms and conditions that the borrower and auditor deem appropriate; however, the agreement should include the type of audit to be completed, the time frame in which the audit will be completed, and how irregularities will be reported.

Your current audits indicate your water and sewer funds are combined as one enterprise account. In order to assess the sustainability of your water system, these accounts must be separated. Prior to closing, your accountant must certify that a separate accounting system has been established.

Compensation for the preparation of this audit is not included in project funds and should be paid from the revenues generated from your system's operation.

16. Annual Financial Reporting/Audit Requirements – You are required to submit an annual financial report at the end of each fiscal year. The annual report will be

certified by the appropriate organization official and will consist of financial information and a rate schedule. Financial statements must be prepared on the accrual basis of accounting in accordance with generally accepted accounting principles (GAAP) and must include, at a minimum, a balance sheet and income and expense statement. **The annual report will include separate reporting for each water and waste disposal facility and itemize cash accounts by type (debt service, short-lived assets, etc.) under each facility.** All records, books, and supporting materials are to be retained for three years after the issuance of the annual report. Technical assistance is available at no cost to assist with the preparation of financial reports.

The criteria for determining the type of financial report to be submitted are specified below:

- a. Audits – An annual audit under the Single Audit Act is required if you expend \$750,000 or more in Federal financial assistance per fiscal year. The total Federal funds expended from all sources shall be used to determine Federal financial assistance expended. Expenditures of interim financing are considered Federal expenditures.

All audits are to be performed in accordance with 2 CFR Part 200, as adopted by USDA through 2 CFR Part 400. Further guidance on preparing an acceptable audit can be obtained from the Agency. It is not intended that audits required by this part be separate and apart from audits performed in accordance with State and local laws. To the extent feasible, the audit work should be done in conjunction with those audits. The audit must be prepared by an independent licensed Certified Public Accountant and must be submitted within nine (9) months of your fiscal year-end.

If an audit is required, you must enter into a written agreement with the auditor and submit a copy to Rural Development prior to the advertisement of bids. The audit agreement may include terms and conditions that the borrower and auditor deem appropriate; however, the agreement should include the type of audit or financial statements to be completed, the time frame in which the audit or financial statements will be completed, what type of reports will be generated from the services provided, and how irregularities will be reported.

- b. Financial Statements – If you expend less than \$750,000 in Federal financial assistance per fiscal year, you may submit financial statements in lieu of an audit. These financial statements must include, at a minimum, a balance sheet and an income and expense statement. You may use Form RD 442-2, “Statement of Budget, Income and Equity,” and 442-3, “Balance Sheet,” or similar format to provide the financial information. The financial statements must be signed by the appropriate borrower official and submitted within 60 days of your fiscal year-end.
- c. Quarterly Reports – Quarterly income and expense statements will be required until the processing office waives this requirement. You may use Form RD 442-2 or similar format to provide this information. The reports

are to be signed by the appropriate borrower official and submitted within 30 days of each quarter's end. Rural Development will notify you in writing when the quarterly reports are no longer required.

17. Annual Budget and Projected Cash Flow - Thirty days prior to the beginning of each fiscal year, you will be required to submit an annual budget and projected cash flow to this office. With the submission of the annual budget, you will be required to provide a current rate schedule, and a current listing of the Board or Council members and their terms. The budget must be signed by the appropriate borrower official. Form RD 442-2 or similar format may be used.

Technical assistance is available at no cost to assist with the evaluation and completion of a rate analysis and the preparation of your annual budget. If you are interested, please contact our office for information.

18. Insurance and Bonding Requirements - Prior to closing or start of construction, whichever occurs first, you must acquire the insurance and bond coverage shown below. The use of deductibles may be allowed, provided you have the financial resources to cover potential claims requiring payment of the deductible. Rural Development strongly recommends that you have your engineer, attorney, and insurance providers review the proposed types and amounts of coverage, including any exclusions and deductible provisions. It is your responsibility to assure that adequate insurance and fidelity bond coverage is maintained. Rural Development must agree on the acceptability of proposed coverage, and you must continue to provide evidence to Rural Development that adequate coverage is being maintained for the life of the loan.
 - a. General Liability Insurance - Include vehicular coverage.
 - b. Workers' Compensation - In accordance with appropriate State Laws.
 - c. Position Fidelity Bond - All positions occupied by persons entrusted with the receipt and/or disbursement of funds must be bonded. You should have each position bonded in an amount equal to the maximum amount of funds to be under the control of that position at any one time. The minimum coverage acceptable to Rural Development will be for each position to be bonded for an amount at least equal to the annual debt service on your loan. The coverage may be increased during construction of this project based on the anticipated monthly advances. The amount of coverage should be discussed and approved by Rural Development.
 - d. National Flood Insurance - In addition to meeting the requirements for the type of assistance requested, the following requirements must be met for financial assistance for acquisition and/or construction in designated special flood or mudslide prone areas:
 1. If flood insurance is available, you must purchase a flood insurance policy at the time of closing.

2. Applicants whose buildings, machinery, or equipment are to be located in an area which has been notified as having special flood or mudslide prone areas will not receive financial assistance where flood insurance is not available.
- e. Real Property Insurance - Prior to the acceptance of the facility from the contractor(s), you must obtain real property insurance (fire and extended coverage) on all above-ground structures, to include machinery and equipment housed therein, in an amount equal to the insurable value thereof. This does not apply to water reservoirs, standpipes, elevated tanks, or noncombustible materials used in treatment plants, clearwells, filters, and the like.
19. Code of conduct - You must adopt and maintain a written code or standards of conduct which shall govern the performance of your officers, employees, or agents engaged in the award and administration of contracts supported by Rural Development funds. No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported by Rural Development funds if a conflict of interest, real or apparent, would be involved.
20. Utility Contracts – Rural Development has reviewed and approved the following contracts:
 - a. Water and Wastewater Agreement between Greensville County Water and Sewer Authority and City of Emporia dated April 9, 2014;
 - b. Dominion Virginia Power Generating Plant Water and Wastewater Agreement dated April 20, 2015; and
 - c. Agreement for Fire Hydrant Rental, Fire Protection Services and Water Supply Services between the Greensville County Water and Sewer Authority and Greensville, County, Virginia dated January 19, 2016.
21. Existing Contracts with Boar's Head and the Department of Corrections – Prior to closing, you will be required to submit copies of the Authority's existing contracts with Boar's Head and the Department of Corrections for Rural Development review and approval. **Rural Development has received and reviewed these two contracts and find them acceptable.**
22. Agency Forms - You will be required to execute certain Agency forms in order to obtain financial assistance from Rural Development. By resolution, these forms must be adopted and properly executed, and minutes showing the adoption must be provided.
23. Form AD-1048, Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions - Your responsibilities as a recipient of Federal funding will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," in all lower tier transactions and in all solicitations for lower tier transactions that are expected to exceed \$25,000.

Should the proposed transaction be entered into, you agree you shall not knowingly enter into any lower tier transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in the transaction, unless authorized by the Department or Agency entering into this transaction.

You may rely upon a certification of a prospective participant in a lower tier transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless you know the certification is erroneous. Each participant must execute Form AD-1048, and the executed form must remain a part of your files. You may, but are not required to, check the Non-Procurement List. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

If you knowingly enter into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, we may terminate this transaction for cause or default.

24. Notice of Intent to Apply - Within sixty (60) days of filing an application for financial assistance from Rural Development, you must publish a notice of intent to apply in a newspaper of general circulation in the proposed service area. **Rural Development acknowledges receipt of your published notice.**
25. Public Meeting Requirement – You will be required to inform the general public about the proposed project by holding at least one public information meeting prior to the approval of your financial package. This meeting will give the citizenry an opportunity to become acquainted with the proposed project and voice any comments and/or concerns. Ten (10) days prior to the meeting, you will be required to publish a notice of the meeting in a newspaper of general circulation in the proposed service area. You will be required to provide Rural Development with a copy of the published notice, along with minutes from the meeting. **Rural Development acknowledges receipt of your public meeting notice and minutes from the meeting.**
26. Vulnerability Assessment (VA) and Emergency Response Plan (ERP) – Congress enacted the Public Health Security and Bioterrorism Preparedness Response Act of 2002, Public Law 107-188 (Bioterrorism Act). The Bioterrorism Act amended the Safe Drinking Water Act (SDWA) to require all medium and large-sized community water systems (serving populations greater than 3,300) to assess vulnerability to a terrorist attack and develop emergency plans for response to such an attack. Medium and large community water systems are being monitored by the U.S. Environmental Protection Agency (EPA) for completion of VA's and ERP's.

Rural Development requires all financed water and sewer systems to have a VA and ERP in place. You must provide a certification that an ERP is complete prior

to the start of operations. Certification that a VA is complete must be submitted within one year of the start of operations.

Every three years after the start of operations, you will be required to provide a certification that both the VA and ERP are complete and current. Technical assistance providers are available to provide on-site assistance if needed.

27. System for Award Management (SAM) – As the recipient, you must maintain the currency of your information in SAM.gov until (a) you submit the final financial report required under this award and (b) all funds under this award have been disbursed or cancelled, whichever is later. This requires that you review and update your information at least annually after the initial registration and more frequently if required by changes in your information or another award term. Recipients can register online at www.sam.gov.
28. Environmental – The project as proposed has been evaluated to be consistent with all applicable environmental requirements. If the project or any project element deviates or is modified from the original approved project, additional environmental review may be required. As a result of the environmental review performed for this project, the following mitigation requirements are required and must be inserted into the plans and specifications:
 - a. For any land-disturbing activities equal to or exceeding 10,000 square feet, or equal to or exceeding 2,500 square feet in all areas subject to the Chesapeake Bay Preservation Act, an erosion and sediment control (ESC) plan must be approved by the appropriate local agency and approval official. Depending on local requirements, the area of land disturbance requiring an ESC plan may be less. The ESC plan must be approved by the locality prior to any land-disturbing activity at the project site. All regulated land-disturbing activities associated with the project, including on- and off-site access roads, staging areas, burrow areas, stockpiles and soil intentionally transported from the project, must be covered by the project specific ESC plan.
 - b. If karst features are encountered during the project, please coordinate with Wil Orndorff at the Virginia Department of Conservation and Recreation (DCR) to document and minimize any adverse impacts. Mr. Orndorff may be reached at (540) 553-1235 or Wil.Orndorff@dcr.virginia.gov.
 - c. The construction of an access road will require a small amount of fill material that will not significantly increase the area of the 100-year flood plain. All areas that are disturbed as part of constructing the intact structure will be restored to pre-construction contours, and all denuded areas will be re-vegetated immediately.
 - d. The potential adverse impacts to water quality and wetlands resulting from surface runoff will be avoided to the maximum extent possible. Minimization can be achieved by Best Management Practices (BMP's).

- e. If the project will impact any streams and/or wetlands, a Joint Permit Application (JPA) will be required. The Virginia Marine Resources Commission (VMRC) serves as the clearinghouse for JPA's used by:
 1. U.S. Army Corps of Engineers (ACOE) for issuing permits pursuant to Section 404 of the Clean Water Act and Section 10 of the Rivers and Harbor Act; and
 2. The Department of Environmental Quality (DEQ) for issuance of Virginia Water Protection Permit pursuant to Section 401 of the Clean Water Act, Virginia Code 62.1-44.1 et seq., Virginia Code 62.1-44.15:5, and Virginia Administrative Code 9 VAC 25-210-10 et seq.
- f. The VMRC regulates encroachments on or over state-owned subaqueous beds, as well as tidal wetlands, pursuant to Virginia Code 28.2-1200 through 1400 and the local wetlands board for impacts to wetlands. The amount of stream and wetland impacts shall be avoided to the maximum extent practicable. For unavoidable impacts to streams and wetlands, the following practices will be implemented: use of directional drilling from upland locations; operation of machinery and construction vehicles outside of stream beds and wetlands; use of synthetic mats when in-stream work is unavoidable; stockpiling of material excavated from the trench for replacement if directional drilling is not feasible; and preservation of the top 12 inches of trench material removed from wetlands for use as wetland seed and root stock in the excavated area.
- g. Any crossings or impacts to streams which drain an upstream area of 5 miles or greater are considered jurisdictional, and a permit from VMRC would be required regardless of installation methodology.
- h. The total loss of wetland environment for this project will be offset by the creation of additional wetlands per the use of the "wetlands credit" system. A total of 14.94 wetland credits and 164 USM stream credits will be purchased as a result of the wetland impacts from the proposed reservoir, intake, finished and raw water lines, and sanitary sewer improvements. Proof of purchase for these credits from an approved mitigation bank in the Nottoway watershed will be provided to the appropriate agencies prior to beginning any work in wetlands and/or waters of the United States.
- i. In the event that a previously unidentified archaeological resource is discovered during ground-disturbing activities, all construction work involving subsurface disturbance will be halted in the area of the resource and in the surrounding areas where further subsurface remains can be reasonably expected to occur. Rural Development and the Virginia State Historic Preservation Officer (SHPO) will be contacted immediately. The Virginia SHPO, or an archaeologist approved by them, will inspect the work site and determine the area and the nature of the affected archaeological property. Construction work may continue in the project area outside the finding area. Rural Development, in consultation with the Virginia SHPO, will determine the National Register eligibility of the resource. If the resource is determined to meet the National Register Criteria (36 CFR Part

60.6), the owner will ensure compliance with Section 800.11 of the Advisory Council on Historic Preservation's regulations. Work in the affected area shall not proceed until either (a) the development and implementation of appropriate data recovery or other recommended mitigation procedures, or (b) the determination is made that the located remains are not eligible for inclusion on the National Register.

- j. Three separate JPA's have been submitted for the proposed reservoir, intake structure, water lines, and sanitary sewer improvements. Permit #13-0957 was issued on October 6, 2014, for the proposed raw water reservoir, intake structure, and associated raw water lines. As required by VMRC, DEQ, and ACOE, all in-stream work will also follow a time-of-year restriction between February 15th and June 30th of any year to minimize adverse impacts on anadromous fish species.
- k. Sediment and erosion control best management practices (BMP) will be utilized during all construction to minimize water quality impacts resulting from surface runoff. BMPs will include vegetation protection and erosion control measures set forth in a construction practices plan. The plan will also utilize in-river construction practices recommended by the Department of Game and Inland Fisheries (DGIF).
- l. Depending on local requirements, a Stormwater Management (SWM) plan may be required. SWM requirements should be requested from the appropriate County/Town Office. Additional guidance may be obtained from DEQ's Office of Stormwater Management.
- m. All solid waste, hazardous waste, and hazardous materials must be managed in accordance with all applicable and federal, state, and local environmental regulations. Some of the applicable laws and regulations are:
 - 1. Virginia Waste Management Act (Code of Virginia Section 10.1-1400 et seq.;
 - 2. Virginia Hazardous Waste Management Regulations (VHWMR) (9VAC 20-60);
 - 3. Virginia Solid Waste Management Regulations (VSWMR) (9VAC 20-81); and
 - 4. Virginia Regulations for the Transportation of Hazardous Materials (9 VAC 20-110).

Some of the applicable federal laws and regulations are:

- 5. Resource Conservation and Recovery Act (RCR) (42 U.S.C. Section 6901 et seq.);
 - 6. Title 40 of the Code of Federal Regulations; and
 - 7. U.S. Department of Transportation Rules for Transportation of Hazardous Materials (49 CFR Part 107).
- n. The use of herbicides or pesticides for construction or landscape maintenance should be in accordance with the principles of integrated pest management.

The least toxic pesticides that are effective in controlling the target species will be used.

- o. Principles of pollution prevention are to be incorporated into the project to the maximum extent possible, including the consideration of environmental attributes of purchased materials; contractor's commitment to the environment; use of sustainable practices and materials in the infrastructure, construction and design; and maintenance and operation activities to include source reduction (fixing leaks, energy efficient products).
 - p. For any land-disturbing activities equal to or exceeding one acre, or equal to or exceeding 2,500 square feet in all areas of the jurisdictions designated as subject to the Chesapeake Bay Preservation Area Designation and Management Regulations adopted pursuant to the Chesapeake Bay Preservation Act, the operator or owner of a construction project is required to register for coverage under the General Permit for Discharges of Stormwater from Construction Activities and develop a project-specific stormwater pollution prevention plan (SWPPP). The SWPPP must be prepared prior to submission of the registration statement of coverage under the general permit, and it must address water quality and quantity in accordance with the VSMP Permit Regulations. General information and registration forms for the General Permit are available on DEQ's website at <http://www.deq.virginia.gov/Programs/Water/StormwaterManagement/VSMPPermits/ConstructionGeneralPermit.aspx>.
 - q. Fugitive dust emissions will be addressed per VAC 5-50-60 which governs the abatement of visible emissions and fugitive dust emissions. Land-clearing wastes (vegetative debris) generated during construction should be properly managed in accordance with applicable regulations and local ordinances. Shredding and chipping of vegetative debris and reuse on site will be preferred over burning when applicable. Any open burning will be done so in accordance with VAC 5-40-5600 and will be coordinated with the local fire official to ensure all local ordinances are met.
 - r. All work with the potential to affect roadways or other transportation facilities will be reviewed and coordinated with the Virginia Department of Transportation's (VDOT) District Office and Local Residency. Construction along roadways will require some flagging of traffic; however, road closures will be limited and will be coordinated with VDOT and the County. All permits will be obtained prior to construction.
 - s. In an effort to minimize noise impacts, all construction activities will meet federal, state and local noise regulations. Construction activities will be limited to normal daylight hours, Monday through Friday, 8:00 am to 5:00 pm, except for emergency situations. Any violations will be reported to the proper authority.
29. State Corporation Commission Approval for Dominion Virginia Power – As this project is designed to accommodate Dominion Virginia Power's new power station, this offer of financial assistance is contingent upon the State Corporation

Commission's (SCC) approval of Dominion's project. Upon SCC's approval, you must provide a copy of the certificate of need/certificate to operate issued by the State Corporation Commission.

30. Agreement for Engineering Services - You must provide an agreement for engineering services for our review. The cost for this service has been included in the project funding outlined in item 1 of this letter of conditions.
31. Resident Inspection – Resident inspection is required for this project. This service is to be provided by the consulting engineer or other arrangements as approved by Rural Development. Prior to the preconstruction conference, a resume' of qualifications of the resident inspector(s) will be submitted to the owner and Rural Development for review and approval. The owner will provide a letter of acceptance for all proposed inspectors to the engineer and Rural Development. The resident inspector(s) must also attend the preconstruction conference.
32. Contract Documents/Procurement - Construction contracts will be competitively bid in accordance with RUS Instruction 1780, Subpart C. The contract documents should consist of the following and must be submitted to Rural Development for approval:
 - a. The documents as listed in Virginia RUS Bulletin 1780-1, supplemented by RUS Bulletin 1780-26.
 - b. Plans and specifications and all addenda.
33. Bid Authorization - Rural Development may authorize you to advertise the project for construction bids once all the conditions outlined in this letter have been met. Such advertisement must be in accordance with appropriate State statutes. Immediately after bid opening, you must provide Rural Development with (a) a bid tabulation, (b) recommendations from you and your engineer as to the acceptability of the bids received, (c) your recommendations for contract awards, and (d) a revised project budget based upon current prices. The revised project budget will not include a construction contingency greater than five (5) percent of the construction items. If, after bidding, it is determined there are Rural Development funds in excess of that necessary to complete the project, you will work with Rural Development to cancel funds not needed for successful completion of the project.

Once all parties agree the construction bids received are acceptable; adequate funds are available to cover the total facility costs; and all administrative conditions for approval of financial assistance have been satisfied, closing instructions will be issued. The closing instructions, a copy of which will be forwarded to you, will set forth any further requirements that must be met prior to closing. **CLOSING WILL NOT BE SCHEDULED UNTIL CLOSING INSTRUCTIONS ARE RECEIVED FROM RURAL DEVELOPMENT.** When all parties agree that the closing requirements can be met, a mutually acceptable date for the closing will be scheduled.

Grant closing will take place at such time grant funds are needed to pay project costs. You will be required to execute RUS Bulletin 1780-12, "Association Water or Sewer System Grant Agreement," at the time of closing.

34. Contract Award – Should it become necessary for the Authority to award any contracts prior to Rural Development concurrence, the Authority must present compelling reasons to Rural Development. The Authority must also acknowledge it does so at its own risk; recognize Rural Development is not committed to close the loan and assumes no responsibility for any obligations incurred by the applicant; and acknowledge that any obligations incurred must be for authorized Rural Development loan purposes.
35. Cost Overruns - Prior to consideration by Rural Development for subsequent funding, cost overruns must be due to high bids or unexpected construction problems that cannot be reduced by negotiations, redesign, use of bid alternatives, re-bidding, or other means. Such requests will be contingent on the availability of funds.
36. Construction Completion Timeframe - All projects are required to be completed and all funds disbursed within five (5) years of obligation. If funds are not disbursed within five (5) years of obligation, you must submit a written waiver request with adequate justification of extenuating circumstances beyond your control for an extension of time. Any additional requests for waivers beyond the initial extension will be submitted through the State Office to the Assistant Administrator for concurrence decision.

Under Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), no handicapped individual in the United States shall, solely by reason of their handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving financial assistance from Rural Development.

Under the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et. seq.), you are prohibited from discriminating, on the basis of disability, in employment, State, and local government services, public transportation, public accommodations, facilities, and telecommunications. Title II of the Act applies to facilities operated by State and local public entities which provide services, programs, and activities. Title III of the Act applies to facilities owned, leased, or operated by private entities which accommodate the public.

The Age Discrimination Act of 1975 (42 U.S.C. 6101 et. seq.) provides that no person in the United States shall be excluded, on the basis of age, from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

As a recipient of Federal financial assistance, you must be in compliance, and continue to comply, with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et. seq.) and Subpart E of Part 1901 of this title. Your signature on Form RD 400-4, Assurance Agreement, is your commitment to comply with these Federal laws and regulations, as well as your agreement to maintain records and data to verify your

compliance. The data you must provide depends on the type of project financed with Rural Development funds, and guidance will be provided to you by Rural Development. Your compliance is monitored through compliance reviews conducted by Agency personnel. The first compliance review will be conducted concurrent with closing, with subsequent compliance reviews conducted every three years.

As a recipient of federal financial assistance, you must also comply with all applicable federal, state, and local statutes, ordinances, regulations, and codes. The major portions of existing rules and regulations which must be met are included in RD Instruction 1780, Subparts B, C, and D. No modifications or waiver of any portion of these regulations is authorized. Such regulations shall govern regardless of any misinterpretation, omission, misunderstanding, or statements made by any Rural Development employee. The most critical requirements of the instructions have been highlighted or clarified in this letter.

We believe the information herein clearly sets forth the action which must be taken; however, if you have any questions, please do not hesitate to contact my office.

Please complete and return the attached Form RD 1942-46, Letter of Intent to Meet Conditions, if you desire that further consideration be given to your application.

If the conditions set forth in this letter are not met within twelve (12) months from the date hereof, Rural Development reserves the right to discontinue processing of the application. In the event the project has not advanced to the point of closing within twelve (12) months and it is determined the applicant still wishes to proceed, it may be necessary to review the conditions outlined in this letter. If during that review it is determined the conditions are no longer adequate, Rural Development reserves the right to require that the letter of conditions be revised or replaced.

Sincerely yours,

David J. Foster
Area Director
USDA, Rural Development

cc: State Director, Rural Development, Richmond, VA
Attorney
Bond Counsel
Accountant
Engineer

Revised June 23, 2016

USDA LETTER OF CONDITIONS REQUIREMENTS

CONDITION	CONTACT	DATE		COMMENTS
		NOTIFIED	RECEIVED	
			USDA	Accepted
1 Project Budget	Mac and Brenda	6/24/2016		Updated budget on June 22, 2016 by RD
2 Project Funds	Dave and Brenda			EDA Grant not included
3 Disbursement of Funds	Brenda Parson - Finance	6/24/2016		SF-3381
4 Loan Repayment	Brenda - Finance	6/24/2016		RD 3550-28
5 Security	Peggy and Brenda			Loan Resolution 7/5/2016 to adopt Peggy about Form 1780-12
6 Bond Counsel	Megan and Eric	Final LOC 6/22/2016		Provided draft to counsel
Resolution of recognized Bond Counsel	Megan and Eric	6/24/2016		
7 Reserves	Brenda and Finance	6/24/2016		
8 Users				
Certification of number of users connected to system	Dave and Kathie	6/24/2016		
Mandatory Connection Ordinance	Kathie Little	6/24/2016	6/24/2016	Sent via email to Peggy and Jason
9 Delayed Payment Penalty	Kathie Little	6/24/2016	6/24/2016	Sent via email to Peggy and Jason
10 Proposed Operating Budget and User Rate Analysis	Mac and Brenda	6/24/2016		
Draft Rate Resolution	Russell	6/24/2016		
Use and Income Analysis and Operating Budget	Mac and Brenda	6/24/2016		
11 Legal Services Agreement	Russell Slayton	6/24/2016		Form 1780-07 to Russell's office via email
12 Organizational Documents			X	
13 Facility Control				
a Right of way showing the location of all lands and ROW	Moses and Kathy	6/24/2016		
b Copy of deeds/contracts/options other than ROW	Moses and Tricia	6/24/2016		
c Final Title Opinion	Russell	6/24/2016		1927-10
d Copy of ROW on file	Tricia			File is easily accessible for USDA
e Opinion of Counsel Relative to Right of Ways	Russell	6/24/2016		Form 442-22

CONDITION		CONTACT	DATE NOTIFIED	DATE RECEIVED	COMMENTS
14	Permits	Russell and Moses	6/24/2016		Permits as acquired by Moses Russell to prepare letter outlining required permits
	Zoning Code Permits				
	Building Code Permits to include E & S				
	Virginia Department of Highways and Transportation				
	Railroads				
	State Department of Health				
	DEQ				
	Corps of Engineers				
	SCC				
	Marine Resources Commission				
15	Reporting Requirements Related to Expenditure of Funds	Finance and RFC	6/24/2016		Written agreement needs to be obtained from auditor
16	Annual Financial Reporting/Audit Requirements	RFC	6/24/2016		
a	Audit	RFC/Finance	6/24/2016		
b	Financial Statements			Non-Applicable	
c	Quarterly Reports	Finance	6/24/2016		Form 442-2
17	Annual Budget and Projected Cash Flow	Finance	6/24/2016		Form 442-2
18	Insurance and Bonding Requirements	VaCorp - Denise	6/24/2016		
a	General Liability Coverage		6/24/2016		
b	Workers' Compensation		6/24/2016		
c	Position Fidelity Bond		6/24/2016		
d	National Flood Insurance			Non-Applicable	
e	Real Property Insurance		6/24/2016		
19	Code of Conduct	Dave		6/23/2016	X Signed and Submitted to USDA
20	Utility Contracts				X Sent Agreements to Peggy Jordan
21	Existing Contracts with Boars Head and DOC				X Sent Agreements to Peggy Jordan
22	Agency Forms	Peggy Jordan	3/31/2016	4/1/2016	X Approved by BOS on 4/4/2016
	Form 1942-A				
	RUS Bulletin 1780-27 - 1 for each loan (3 total)				

CONDITION	CONTACT	DATE		COMMENTS
		NOTIFIED	RECEIVED	
23 Form AD-1048	Randy Jones, B & B & Moses	6/24/2016		Must accompany bid packages
24 Notice of Intent to Apply			X	
25 Public Meeting Requirement			X	Rural Development acknowledges receipt of public meeting notice and minutes from the meeting
26 Vulnerability Assessment and Emergency Response Plan	Moses	6/24/2016		Peggy will assist with this effort
27 System for Award Management	Finance Department		X	
28 Environmental	Lexi Jones and Sam Carroll	6/24/2016		
29 SCC Approval Of Dominion	Dave		3/31/2016 X	Complete - sent to RD
30 Agreement for Engineering Services	B & B - Sam	6/24/2016		
31 Resident Inspection	B & B - Sam	6/24/2016		
32 Contract Documents/Procurement	B & B - Randy Jones			
33 Bid Authorization	B & B	6/24/2016		Form 1780-12
a Elevated Tank Bid Package	Moses		X	Emailed to Peggy and Jason
Highway 58 and 301 Booster Stations plus Ruritan Drive, Belfield and Westover Drive Water Mains – Potable Pump Stations and				
b Waterline	Moses		X	Emailed to Peggy and Jason
Brunswick and Rogers Roads Utilities – Sewer Force Main and Water line From Dominion site to Chambliss Farm rail crossing on Brunswick Road				
c	Moses		X	Emailed to Peggy and Jason
Brunswick Road and Route 58 Utilities - Sewer and water line from the rail road crossing at Chambliss Farm to Perdue				
d	Moses		X	Emailed to Peggy and Jason
Allen Road and Otterdam Road Water Improvements				
e	Dave			
34 Contract Award	Moses	6/24/2016		
35 Cost Overruns	Moses and Finance	6/24/2016		
36 Construction Completion Timeframe				All funds must be disbursed within 5 years

**AMENDMENT NO. 1 TO THE DOMINION VIRGINIA POWER
GENERATING PLANT WATER AND WASTEWATER AGREEMENT
DATED APRIL 30, 2015**

This Amendment No. 1 to the Dominion Virginia Power Generating Plant Water and Wastewater Agreement (the “Amendment”) is dated June __, 2016 by and among the Greenville County Water and Sewer Authority (the “GCWSA”) and Virginia Electric and Power Company (“Dominion Virginia Power”). In the event of a conflict between the terms of the Agreement and the terms of this Amendment, the terms of this Amendment shall govern. All capitalized terms used herein shall have the same meaning as set forth in the Agreement unless otherwise stated.

RECITALS

Whereas, the GCWSA and Dominion Virginia Power entered into the Dominion Virginia Power Generating Plant Water and Wastewater Agreement dated April 30, 2015 (the “Agreement”).

Whereas, the Parties estimate that the GCWSA will incur additional costs of approximately \$75,000 to benefit Dominion Virginia Power in connection with the construction of the wet well and pump station, which are part of the work contemplated under Section 2.3.4 of the Agreement and wish to revise the payments under the Agreement accordingly.

Whereas, the Parties desire to clarify the dates upon which certain Phase I water and wastewater work must be completed.

Whereas, in order to accomplish the goals set forth in these Recitals, the

GCWSA and Dominion Virginia Power wish to amend the Agreement as set forth below.

Whereas, Dominion Virginia Power issued its notice to proceed with water and waste water construction contemplated by the Agreement on June 20, 2016.

AGREEMENT

NOW, THEREFORE, for and in consideration of the foregoing recitals, which are a part of this Amendment, the benefits of the Parties to be realized from this Amendment and the Agreement, the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties covenant and agree as follows.

1. The first sentence of Section 2.4 (Meters) is revised to read as follows.

2.4 Meters. The GCWSA shall provide Dominion Virginia Power with the make and model of the selected meters ~~within three (3) months following Dominion Virginia Power's delivery of written notice to proceed with water and wastewater construction work as contemplated in this Agreement (the "Notice to Proceed")~~ by September 30, 2016.

2. Section 3.2.1 (Phase 1 Water Distribution System Improvements) is revised to read as follows.

3.2.1 Phase I Water Distribution System

Improvements. The GCWSA shall cause those improvements described as the “Phase I Water Distribution System Improvements” in **Exhibit C**, including the Route 58 Elevated Water Tank and the Route 58 Water Booster Station and Water Main improvements, (collectively, the “Phase I Water Distribution System Improvements”), to be constructed and in full operation and the DVP Water Entitlement to be available, supplied through the City Water System, no later than ~~eighteen (18) months from the date Dominion Virginia Power has given GCWSA the Notice to Proceed written notice to proceed with construction (“Notice to Proceed”)~~ December 31, 2017 (the “Required Water Distribution System Expansion Completion Date”).

3. Section 3.2.2 (Phase II Water Distribution System Improvements) is revised to read as follows.

3.2.2 Phase II Water Distribution System Improvements. The GCWSA shall cause the construction of the improvements described as the “Phase II Water Distribution System Improvements” in **Exhibit C**, including the Raw Water Intake Structure from the Nottoway River, the Raw Water Storage Reservoir and Intermediate Pump Station and the Raw

Water Mains, (collectively, the “Phase II Water Distribution System Improvements”), to commence ~~sixteen (16) months after the Dominion Virginia Power has given GCWSA the Notice to Proceed pursuant to Section 3.2.1~~ no later than October 31, 2017. The Phase II Water Distribution System Improvements shall be constructed and in full operation and the DVP Water Entitlement shall be available to be supplied through both the GCWSA Water System and the City Water System, no later than thirty-seven (37) months from the date that the GCWSA commences construction on the Phase II Water Distribution System Improvements.

4. Section 4.2 (Wastewater Collection System Expansion Completion) is revised to read as follows.

4.2 Wastewater Collection System Expansion Completion. The GCWSA shall cause the Wastewater Collection System Expansion to be constructed and in full operation and the DVP Wastewater Discharge Entitlement to be available no later than ~~eighteen (18) months from the date that Dominion Virginia Power has given GCWSA the Notice to Proceed pursuant to this Section 4.2~~ December 31, 2017 (the “Required Wastewater Collection System Expansion Completion Date”).

5. Section 7.2.3 (a) (Milestone Payment 1) is revised to read as follows.

a. Milestone Payment 1. A payment of \$3,904,791 shall be made ~~within ten (10) days after the CPCN is issued and Dominion Virginia Power has given GCWSA Notice to Proceed pursuant to Section 3.2.1~~ no later than July 1, 2016.

6. Section 7.2.3(d) (Milestone Payment 4) is revised to read as follows.

(d) Milestone Payment 4. A payment of \$2,933,413 shall be made on ~~the date that is sixteen (16) months after delivery by DVP to the GCWSA of the Notice of Proceed given pursuant to Sections 3.2.1 and 7.2.3(a)~~ October 31, 2017.

7. Section 7.3.1 is revised to read as follows.

7.3.1 The connection fee for the Wastewater Discharge Entitlement shall be \$3,738,551 (the “Wastewater Connection Fee”). The amount of the Wastewater Connection Fee is subject to adjustment only as provided in **Section 7.3.4** below.

8. Section 7.3.3 and Subsection 7.3.3(a) are revised to read as follow.

7.3.3 Milestone Payments. Dominion Virginia Power shall make additional payments equaling \$3,513,351 as set forth below:

(a) Milestone Payment 1. A payment of \$1,440,515 shall be made ~~within ten (10) days after the~~

~~CPCN is issued and Dominion Virginia Power has given the GCWSA Notice to Proceed~~ by July 1, 2016. An additional payment of \$75,000 shall be made within ten (10) days after the date of this Amendment (such additional payment shall be referred to as the “Milestone 1-b Payment”).

9. The Parties agree and acknowledge that, except as otherwise expressly amended by this Amendment, the Agreement remains in full force and effect according to its terms and conditions. The Parties agree and consider a signature sent via electronic mail to be an original signature and to be deemed a binding signature. This Amendment may be executed in two or more counterparts, each of which shall be an original and together which shall constitute one and the same instrument.

Signature Page to Follow

IN WITNESS WHEREOF, the Parties hereto have caused this
Amendment to be executed by the officers whose names appear below as of the
date first written above.

AND

**GREENSVILLE COUNTY WATER
SEWER AUTHORITY**

By: _____
Name:
Title:

Approved as to form:

By: _____
Counsel

POWER

**VIRGINIA ELECTRIC AND
COMPANY**

By: _____
Name:
Title:

Comparison Details	
Title	pdfDocs compareDocs Comparison Results
Date & Time	6/28/2016 11:41:59 AM
Comparison Time	0.32 seconds
compareDocs version	v4.1.500.10

Sources	
Original Document	[#7616514] [v1] Amendment No. 1 to the Dominion Virginia Power Water Agreement (New Modified).docx
Modified Document	[#7616964] [v1] Amendment No. 1 to the Dominion Virginia Power Water Agreement (GJH New Modified).docx

Comparison Statistics	
Insertions	5
Deletions	2
Changes	7
Moves	0
TOTAL CHANGES	14

Word Rendering Set Markup Options	
Name	Standard
<u>Insertions</u>	
Deletions	
<u>Moves / Moves</u>	
Inserted cells	
Deleted cells	
Merged cells	
Formatting	Color only.
Changed lines	Mark left border.
Comments color	By Author.
Balloons	False

compareDocs Settings Used	Category	Option Selected
Open Comparison Report after Saving	General	Always
Report Type	Word	Formatting
Character Level	Word	False
Include Headers / Footers	Word	True
Include Footnotes / Endnotes	Word	True
Include List Numbers	Word	True
Include Tables	Word	True
Include Field Codes	Word	True
Include Moves	Word	False
Show Track Changes Toolbar	Word	True
Show Reviewing Pane	Word	True
Update Automatic Links at Open	Word	False
Summary Report	Word	End
Include Change Detail Report	Word	Separate
Document View	Word	Print
Remove Personal Information	Word	False
Flatten Field Codes	Word	True

LOAN RESOLUTION WS-16-47
(Public Bodies)

A RESOLUTION OF THE Board of Directors

OF THE Greenville Co. Water And Sewer Authority

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

Water

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the Greenville Co. Water And Sewer Authority

(Public Body)

(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of

Twenty-Two Million One Hundred Fifty-Three Thousand and 00/100

pursuant to the provisions of the Public Finance Act of 1991, Code of VA, 1950; and

WHEREAS, the Association intends to obtain assistance from the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE, in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U.S.C. 1983(c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal ly permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so, without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contractor agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by USDA. No free service or use of the facility will be permitted.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0572-0121. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

- 11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.
- 12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.
- 13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.
- 14. That if the Government requires that a reserve account be established, disbursements from that account(s) may be used when necessary for payments due on the bond if sufficient funds are not otherwise available and prior approval of the Government is obtained. Also, with the prior written approval of the Government, funds may be withdrawn and used for such things as emergency maintenance, extensions to facilities and replacement of short lived assets.
- 15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain USDA's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.
- 16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.
- 17. To accept a grant in an amount not to exceed \$ 2,180,000.00

under the terms offered by the Government; that the Executive Director

and Treasurer of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee.

The vote was: Yeas _____ Nays _____ Absent _____

IN WITNESS WHEREOF, the Board of Directors of the

Greenville County Water And Sewer Authority has duly adopted this resolution and caused it

to be executed by the officers below in duplicate on this _____, _____ day of 2016

(SEAL)

By K. DAVID WHITTINGTON

Attest:

Title EXECUTIVE DIRECTOR

Title _____

CERTIFICATION TO BE EXECUTED AT LOAN CLOSING

I, the undersigned, as _____ of the Greenville County Water And Sewer Authority
 hereby certify that the **Board of Directors** _____ of such Association is composed of
 _____ members, of whom , _____ constituting a quorum, were present at a meeting thereof duly called and
 held on the _____ day of _____ ; and that the foregoing resolution was adopted at such meeting
 by the vote shown above, I further certify that as of _____ ,
 the date of closing of the loan from the United States Department of Agriculture, said resolution remains in effect and has not been
 rescinded or amended in any way.

Dated, this _____ day of _____

Title _____

GREENSVILLE COUNTY WATER AND SEWER AUTHORITY

RATE RESOLUTION #WS-16-48

USDA/RURAL DEVELOPMENT LOAN COMMITMENT

RECITALS:

- R-1 By letter dated June 22, 2016 (“Letter of Conditions”), USDA/Rural Development communicated to Greenville County Water and Sewer Authority (“GCWSA”) the conditions on which it would afford financial assistance for the construction of a water reservoir and intake structure by GCWSA.
- R-2 Paragraph 10 and subparagraph 10.a. of the Letter of Conditions required that GCWSA adopt a rate resolution.

IT IS, ACCORDINGLY, HEREBY RESOLVED as follows:

- a. GCWSA acknowledges the duty imposed on it by the Letter of Conditions that it adopt and maintain a rate schedule that provides adequate income to meet the minimum requirements for operations and maintenance, debt service and reserves, and that it must comply with that commitment absent prior written authorization from USDA/Rural Development to modify that commitment.
- b. GCWSA acknowledges the duty imposed on it by the Letter of Conditions that the user rates imposed by GCWSA provide for a minimum monthly EDU charge of \$23.10.
- c. GCWSA hereby certifies to USDA/Rural Development that the rate schedule now in effect imposes a minimum monthly EDU charge of \$23.10, or more, and that GCWSA cannot hereafter adopt a rate schedule which imposes a minimum monthly EDU charge less than \$23.10 without prior written authorization from USDA/Rural Development.

ADOPTED this 5th day of July, 2016.

VOTING AYE	VOTING NAY	ABSENT/ABSTAIN
_____	_____	_____
_____	_____	_____
_____	_____	_____

The undersigned hereby certifies that the foregoing is an accurate account of the vote taken at a duly convened meeting of the Greenville County Water and Sewer Authority on the 5th day of July, 2016, at which a quorum was present at the time the meeting was convened and at the time said vote was taken.

Denise A. Banks-Chatman, Clerk

GREENSVILLE COUNTY WATER AND SEWER AUTHORITY

TO: Greensville County Water and Sewer Authority

FROM: Glen Gibson, Utility Projects Coordinator

RE: Chemical Bids

DATE: June 29, 2016

The Authority purchases a large number of chemical products for water and wastewater treatment. The Authority recently received sealed bids for 20 different products. The bid prices will be effective from August 1, 2016 until July 31, 2017. The bid packages were properly formatted, each bid was received in a timely manner and signed by an individual authorized to conduct business on behalf of the responding Company. A spread sheet showing the bids received from each company is attached.

The table below is a summary of the different companies and products that they submitted the lowest bid to supply.

Company Name	Number of Products
Sludge Process Enhancement Consultants	1
Suffolk Sales	1
Control Equipment	1
Water Guard	7
Jones	2
Univar	5
Garrison Minerals	2
Brenntag	1

The staff respectfully requests that the Authority take formal action to award the chemical procurements as specified above, and authorize the staff to execute any documents associated with the award.

Please contact me if you have questions or need additional information.

Chemical Bid August 1, 2016 - July 31, 2017

Chemical	Unit	Low Bid	SPEC	Suffolk Sales	Control Equipment	Suffolk Solutions	Water Guard	Jones	Chem Trade	Univar Minerals	Garrison Minerals	Brenntag
Chlorine 150 CYL	lb	Jones						0.36		0.49		0.8
Caustic Soda	wet/lb	Water Guard				0.07	0.065			0.071		
Aluminum Sulfate	dry/ton	Suffolk Sales		321.44			338		470	354		
Polymer N3100 LTR	lb	Univar			3.29					3.21		
Polymer Everfloc 4068	55/drum	Univar								846		
Sulfur Dioxide	lb	Jones						0.633		0.85		0.94
Polymer Spec 6241	lb	Spec	1.53									
Ammonium Hydroxide	drum	Univar								97.58		105.88
Sodium Hypo Max 1,200	gal	Univar					0.849			0.83		
Sodium Hypo < 500	gal	Water Guard					1.35			1.88		
Hydrated Lime	lb	Brenntag								0.185		0.17
Sodium Hypo 15 gallon	gal	Water Guard					4			4.4		
Hydrofluorosilicic Acid	lb	Water Guard					0.285			0.31		0.335
Dechlor Tablets	pail	Water Guard			107.53		102			111.6		
Aquafix - Bug on a Rope	case	Control Equipment			545							
Hydrogen Peroxide 50%	lb	Univar								0.47		
Sodium Bisulfite 55 Gal	gal	Water Guard					1.87			2.54		
Sodium Bisulfite 15 Gal	gal	Water Guard					2.79			2.94		
Magnesium Hydroxide Bulk Delivery	dry/lb	Garrison Minerals								0.5	0.2875	
Magnesium Hydroxide 50lb Bag	dry/lb	Garrison Minerals								0.72	0.3375	0.72

GREENSVILLE COUNTY WATER AND SEWER AUTHORITY

TO: Greensville County Water and Sewer Authority

FROM: Moses A. Clements, Public Works/Assistant Authority Director

RE: I-95, Exit #4 Water and Sewer Extensions

DATE: June 29, 2016

On June 28, 2016 bids were received on the above referenced project. One bid was received from Biggs Construction Company, Inc. The bid amount was \$95,707.00. That amount exceeds the construction and contingency budget for this project by approximately 20%. In spite of the cost overrun, it is important to move this project forward.

About 67% of the project funding is being provided by a grant from the Tobacco Commission. Utilizing those funds in a timely manner helps maintain a positive relationship with that funding organization. Further, the water and sewer extensions need to be completed in the next 2.5 months. Rebidding the project would not allow sufficient time to meet that deadline.

I recommend that the Authority take the following actions:

- authorize the staff to negotiate the project cost with Biggs Construction, and
- authorize the Authority Director to execute the construction contract contingent on: (1) reaching a project cost that is within budget limits, and (2) a positive review of the construction contract by the County Attorney.

Thank you for your attention to the above matter.

s.