



## Utility Committee Meeting

### AGENDA

November 4, 2014

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- I. **CALL TO ORDER**
  
- II. **MATTERS BEFORE COMMITTEE**
  1. [Water Rate Study](#)
  
  2. [Approval - Drainage Repair on Pine Circle](#)
  
- III. **ADJOURN**



## Utility Committee Meeting

### AGENDA

November 4, 2014

**Item:**

Water Rate Study

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Water Rate Study Info](#)



Albany  
Atlanta  
Augusta

Matthew Chancey  
City Manager  
City of Monroe, Georgia  
P.O. Box 1249  
Monroe, Georgia 30655-1249

Re: Rate Evaluation

Dear Mr. Chancey:

Per our recent meeting, I have given some thought to the costing of the rate study for the City. I am familiar with the capabilities of the software that Monroe uses for billing purposes and feel comfortable that we can glean the needed information to complete the requested rate study without a great deal of difficulty.

Based upon this knowledge, our primary focus will be to insure that the model we create is accurate and matches the City's financial figures. We propose to perform the financial analysis and evaluation of the City's rates to determine actual revenues versus expenses. The results will be presented to City officials as requested for determining if a rate increase is merited.

Stevenson & Palmer Engineering, Inc. appreciates the opportunity to provide you with a cost to complete the service as briefly outlined above. We propose to provide the services at our standard hourly rates with a limit not to exceed \$7,500.00. I am attaching a copy of our standard hourly rates for 2014. If the proposal is acceptable, please let me know and I will prepare a formal letter agreement for your signature.

Thank you for your consideration.

Sincerely,

STEVENSON & PALMER ENGINEERING, INC.

Charles A. Welch  
President

Attachment:

## ATTACHMENT A

### STEVENSON & PALMER ENGINEERING, INC. SCHEDULE OF RATES FEBRUARY, 2012

Stevenson & Palmer Engineering, Inc. provides services on a time and expense basis as follow:

1. This basis includes allowance for direct salary expenses and direct non-salary expenses. It also provides for services that may be subcontracted.
2. Direct salary expenses are generally based upon our payroll costs. The hourly charge rates include the cost of salaries and wages for time directly chargeable to the project; plus overhead for indirect labor (sick, vacation, holiday, and non-billable); plus labor cost related overhead (payroll taxes, social security, retirement, and employee insurance benefits); plus general overhead for various business expenses.

<u>POSITION</u>	<u>HOURLY CHARGE RATE</u>
Principal Engineer	\$160.00
Engineering Manager	\$150.00
Survey Manager	\$125.00
Project Manager III	\$140.00
Project Manager II	\$130.00
Project Manager I	\$115.00
Design Engineer II	\$100.00
Design Engineer I	\$90.00
Contract Administrator II	\$100.00
Contract Administrator I	\$90.00
Construction Inspector II	\$80.00
Construction Inspector I	\$70.00
Engr/CADD Technician II	\$80.00
Engr/CADD Technician I	\$70.00
Survey Technician III	\$70.00
Survey Technician II	\$50.00
Survey Technician I	\$45.00
Technician	\$40.00
Executive Assistant	\$65.00
Administrative Assistant	\$55.00
Admin / Clerical	\$40.00

Mileage	\$0.55/mi
Per Diem	\$30.00/night plus lodging

3. Miscellaneous phone calls, copies and offices supplies are included in the above rates. Extra outside costs for direct project expenses, including printing and reproduction, are billed at 1.1 times actual cost. Services of outside consultants are billed at 1.1 times actual cost. The 10% mark-up is for coordination and accounts handling to reduce the cost of overhead.
4. Projects will be billed monthly, or at the completion of work, with payment due upon receipt. Payment will be considered past due 30 days from date of invoice. Special billing and payment arrangements may be made as mutually agreed.
5. Should the project extend past the current year, the above rates are subject to change.

Revised 3-8-12



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Approval - Drainage Repair on Pine Circle

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Attachments / click to download

 [Quotes](#)

## Pine Circle Home Repair Request

COMPANY	TOTAL
Trotter Company	\$9,490.00
AquaGuard Foundation Solutions	\$9,010.75

The residence at 400 Pine Circle, Monroe, GA 30655 has had stormwater drainage issues in the past. We have recently relocated the storm drain, extended piping, and reconstructed the grading of the property to create proper runoff of water. The residence structure is in need of repair and anchoring procedures to protect the brick veneer from further damage in the future due to the initial stormwater drainage design.

PI. \_\_\_\_\_ DATE \_\_\_\_\_  
 CREW \_\_\_\_\_  
 JOB DATE \_\_\_\_\_  
 RETURN DATE \_\_\_\_\_  
 UPC# \_\_\_\_\_



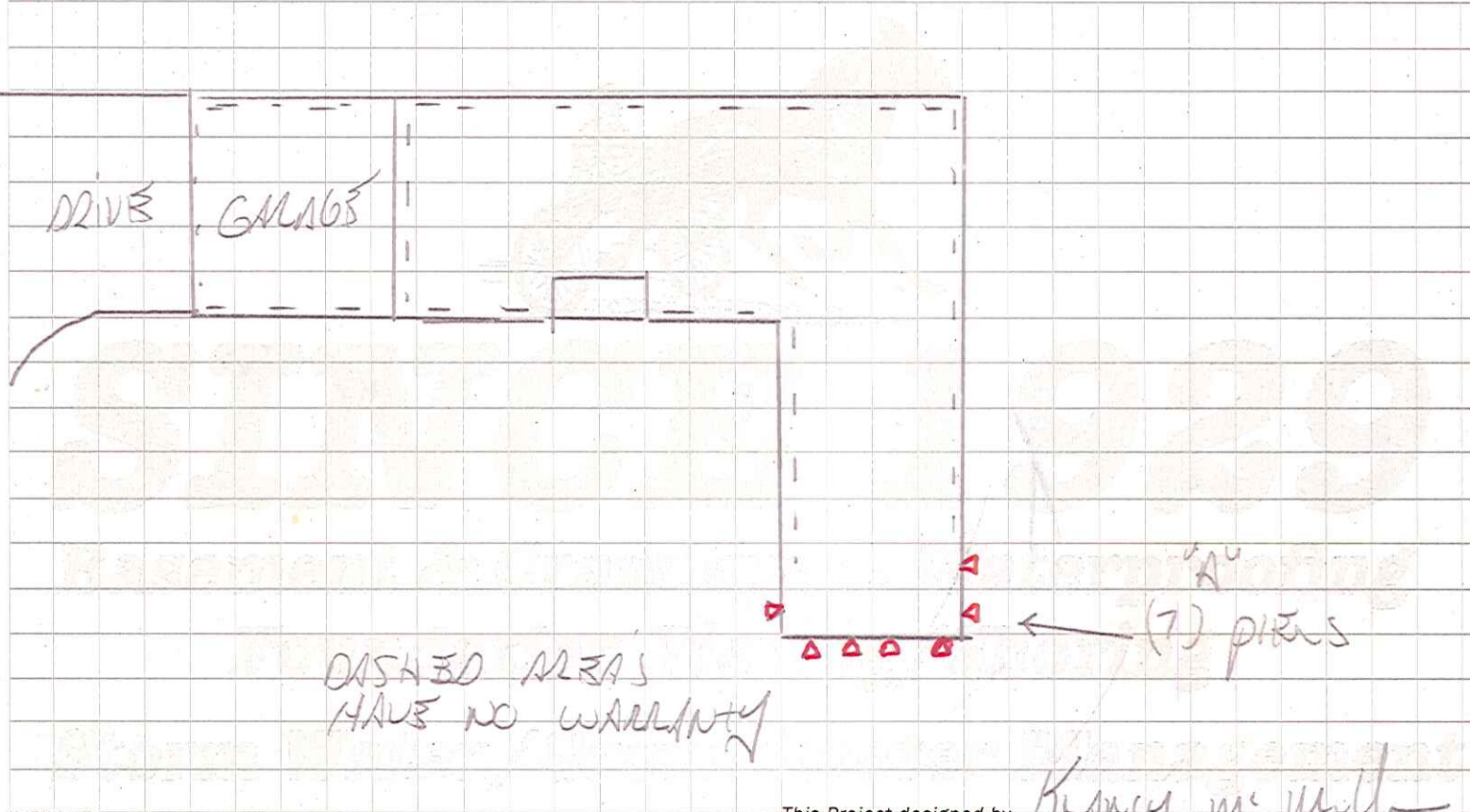
DEP \$ \_\_\_\_\_ CK# \_\_\_\_\_  
 BY \_\_\_\_\_ DATE \_\_\_\_\_  
 CREW CHIEF \_\_\_\_\_ SUPER \_\_\_\_\_  
 BAL \$ \_\_\_\_\_ CK# \_\_\_\_\_  
 DATE JOB COMPLETED \_\_\_\_\_

TITLE HOME NAME MR. WALLACE WRIGHT DATE 4/25/14  
 JOB ADDRESS 400 PINE CIRCLE CITY MONROE STATE GA ZIP 30655  
 HOME PH. \_\_\_\_\_ CELL PH. 6-521-9732 WORK PH. \_\_\_\_\_  
 FAX PH. \_\_\_\_\_ EMAIL \_\_\_\_\_

TITLE \_\_\_\_\_ NAME \_\_\_\_\_ COMPANY \_\_\_\_\_  
 OFF SITE INFORMATION  
 ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
 W. PH. \_\_\_\_\_ CELL PH. \_\_\_\_\_ EMAIL \_\_\_\_\_

Attachment number 1 \nPage 2

MAP # OR DIRECTIONS 404-831-0810 REFERRED BY NIS



SCALE 1 SQUARE = 5' This Project designed by Kenny McMillan

- ONLY THE EXACT SECTION OF FOUNDATION, WALL, SLAB, AND/OR YARD TREATED BY TROTTER COMPANY® IS WARRANTED. NOT FULL PERIMETER. UNTREATED SECTIONS HAVE NO WARRANTY WHATSOEVER AND WILL BE TREATED AT ADDITIONAL COST ONLY! ALL PROJECTS BASED PRIMARILY ON OWNER'S DESCRIPTION OF PROBLEM. TROTTER COMPANY® IS NOT RESPONSIBLE FOR DAMPNES, CONDENSATION OR THE CONDITION OR CAPACITY OF ANY EXISTING DRAIN WE TIE OUR SYSTEM INTO.
- Owner agrees to make masonry walls and floors bare and interior and exterior work areas free of obstructions and personal items. Owner agrees that TROTTER COMPANY® is not responsible for damage to items left in work area. The owner agrees to specifically move the following obstructions:
- Price of Composite Foundation Piers includes cost of piers to depth of 20 ft., additional pier extensions installed at \$35 per ft. for Helical Piers and \$20 per ft. for Concentric Friction Piers. Price of Foundation Piers includes cost of excavation to a depth of three feet from the surface to expose foundation, if foundation lies deeper, additional cost of \$100 per ft. will be incurred. Trotter Company® suggests stabilizing structure only. Owner assumes all liability for any incidental damages such as but not limited to plumbing, wiring, structural cracking, glass, tile etc. that may occur in lifting structure. Trotter Company® does not guarantee lift. Price does not include removal of, or bridging over, previous concrete underpinning piers, logs, stumps, boulders (larger than 6"), trash, construction debris or any material other than clean backfill material approved by building codes. No warranty against horizontal movement. Upon discovery of debris, (before, during or after job is completed), additional costs and repairs will be required to enforce and/or maintain warranty. Trotter does not warranty piers on top of trashpits.
- Trotter Company® is not qualified to diagnose or meditate radon or microorganism infestation such as mold, algae, bacteria, etc.. Owner agrees that Trotter Company® shall not be responsible for these issues before, during or after the installation of our basement and/or crawl space systems.

OPTION 1	OPTION 2	OPTION 3	WE RECOMMEND	
<u>4" 990 91</u>			<input checked="" type="checkbox"/> APRILAIRE DVA	WATER/SEWER LOCATION \$345 +
			<input type="checkbox"/> SUMP PUMP	CONCRETE PUMP \$720 PER DAY
			<input type="checkbox"/> BACKUP POWER	OPTION 1 TOTAL
				OPTION 2 TOTAL
				OPTION 3 TOTAL
				<b>COST OF WORK</b>
				CASH, CHECK OR MONEY ORDER
				<b>1/3 DEPOSIT</b>
TOTAL	TOTAL	TOTAL	TOTAL	<b>BALANCE</b>
				TO CREW CHIEF ON DAY OF COMPLETION

**LIMITED LIFE OF THE STRUCTURE WARRANTY**

On Dry-Tec® Basement/Crawlspace Systems & Composite® Piers as per Catalog of Services/Addendum

I HAVE READ, UNDERSTOOD, RECEIVED COPIES OF & AGREE TO THE TERMS AND CONDITIONS OF THIS PROPOSAL INCLUDING THE ATTACHED CATALOG OF SERVICES/DETAILS AND ADDENDUM. THIS IS THE FULL AGREEMENT & NOTHING IS BINDING UNLESS INCORPORATED HEREIN. THIS PROPOSAL IS BASED ON MY DESCRIPTION OF THE PROBLEM, AND AS THE OWNER I AUTHORIZE TROTTER COMPANY® TO PERFORM THE WORK SPECIFIED ABOVE.

Approved to install \_\_\_\_\_ X \_\_\_\_\_ Item # 2  
 TROTTER COMPANY® PROPERTY OWNER DATE  
 THIS PROJECT SUBJECT TO REVIEW IF NOT ACCEPTED WITHIN 30 DAYS

PROPOSAL

**AquaGuard Foundation Solutions**

Mike Lewis (404) 392-8098

mlewis@aquaguard.net

www.AquaGuard.net

**(800) STAY DRY (770) 419-9111**

581 Webb Industrial Drive, .

Marietta, GA 30062

FAX: (770) 217-0631



For Office Use Only

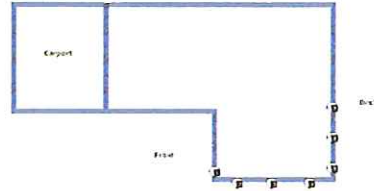
PROPOSAL DATE: 04/30/2014  
 SUBMITTED TO: Wallace Wright  
 ADDRESS: 400 Pine Circle Monroe GA 30655  
 JOB LOCATION: 400 Pine Circle Monroe GA 30655

EMAIL:  
 HOME: 770-267-2438  
 WORK: --  
 CELL: 678-521-9732  
 FAX: --

**Basement System Features**

Geo-Lock Anchors 16"x16" Earth Anchor		Wall Excavation 0-5'	
6' Extension		Pier Excavation 0-5'	
Hide-A-Way Cover Hide-A-Way Anchor		SentrySeal	
Tightening Kit - GL		Exterior Drainage	
Helical Anchor 8" Helix		LawnScape Outlet	
Helical Extension 3'		Engineering Review	
PowerBrace 8'		Laminated Beam	
Joist Reinforcement		SmartJack XL	
Cross Beam Support		Depth Clause Adj. with Depth Clause	7
Tightening Kit - PB		Pre-inspect/Engineering review (to 7)	
CarbonArmor		Pre-inspect/Engineering review (8+)	
3" Push Pier Standard Bracket		Helical New Con Adj.	
3.5" Push Pier		Utility Locating	
4" Push Pier		Custom 9	
3" Helical Pier Standard Bracket	7	Custom 10	
3.5" Helical Pier		Custom 11	
Slab Pier Push		Custom 12	
Void Fill		Custom 13	
Cast-in-Place Footing		Custom 14	
Supplemental Beam		Custom 15	
Drywall Removal		Custom 16	
Concrete R & R Per Anchor		Custom 17	
SmartJack 1-3'		Custom 18	
Expansion Joint		Custom 19	
Permits & Engineering		Custom 20	

INSTALLATION DATE:



DETAILED DRAWING ATTACHED

Type of wall: Brick  
 Existing wall finish:  
 Existing floor finish:  
 Total depth per pier included in price: 20'  
 Each add'l foot at add'l cost of: \$22

**We Propose**

To finish material & labor - complete in accordance with above specifications, for the sum of

MyBasement Price	\$	9485.00
MyCrawspace Price	\$	0.00
MySlab Price	\$	0.00
<b>Total</b>	<b>\$</b>	<b>9485.00</b>
Discount	\$	-474.25
<b>Total Contract Price</b>	<b>\$</b>	<b>9010.75</b>
Deposit Required 20 %	\$	1802.15
Deposit Paid	\$	1802.15
<b>Due Upon Installation</b>	<b>\$</b>	<b>7208.60</b>

Any alteration from the above specifications and corresponding price adjustment (if necessary) will be made only at the Customer's request or approval. Completing the work in this Proposal at the time scheduled is contingent upon accidents or delays beyond our control. This Proposal is based primarily on the Customer's description of the problem. This Proposal may be withdrawn if not accepted by the Customer within 30 days. When excavation is involved, contractor is not responsible for any finish landscaping, plant life, or washout due to heavy rains after completed work.

Authorized signature: [Signature] Date 4/30/14

Acceptance of Contract—I am/we are aware of and agree to the contents of this Proposal, the attached Job Detail sheet(s), and the attached Limited Warranty, (together, the "Contract"). You are authorized to do the work as specified in the Contract. I/we will make the payment set forth in this Contract at the time it is due. I/we will pay your service charge of 1-1/3% per month (16% per annum) if my/our account is 30 days or more past due, plus your attorney's fees and costs to collect and enforce this Contract. I/we understand that deposits paid are non-refundable.

Signature X: \_\_\_\_\_ Date \_\_\_\_\_

Signature X: \_\_\_\_\_ Date \_\_\_\_\_



## AquaGuard Foundation Solutions

### LIMITED WARRANTY

**LIMITED WARRANTY** - This Limited Warranty (the "Warranty") is made in lieu of and excludes all other warranties, express or implied, and of all other obligations on the part of AquaGuard Basement Systems (the "Contractor") to the customer (the "Customer"). There are no other verbal or written warranties. There are no warranties which extend beyond the description on the face hereof, including **NO WARRANTIES OF EXPRESS OR IMPLIED MERCHANTABILITY AND NO WARRANTIES OF EXPRESS OR IMPLIED FITNESS FOR A PARTICULAR PURPOSE, INCLUDING FOUNDATION REPAIR.**

**PAYMENTS AND WARRANTY INFORMATION** - Full payment is due upon completion of contract. The applicable warranties are in effect once the job specified in this proposal is completed and paid in full, and, alternatively, is null and void if payment is not received. If, at a later date, Customer fails to pay Contractor within (30) days for additional services Contractor provides to Customer at Customer's request (for example, annual maintenance appointment), this Warranty will be suspended until full payment is made. For the applicable time periods indicated below, all warranties are transferable to future owners upon sale of home provided that written notification is given to Contractor before or within 60 days after the closing date of acquisition of the property.

Contractor does not warrant products not mentioned below, but some of such products may be covered by a manufacturer's warranty. All warranties are null and void if Contractor's work has been changed or modified by any other entity. Contractor may offer option to remove dry wall, paneling, flooring or any wall covering for a stated fee, however, because of factors beyond our control, (such as dry rot, corrosion, sub standard construction, etc.) contractor accepts no responsibility for the usefulness or appearance of any items removed. When Aqua Guard performs carpentry functions, the finished result is intended to be "paint ready".

**TRANSFER OF WARRANTY** - This warranty is transferable to future owners upon sale of home provided that written notification is given to Contractor before or within 60 days after the closing date of acquisition of the property. A fee of \$95 shall be charged which, if applicable, will include a complete system inspection and new homeowner orientation.

**FOUNDATION/SLAB PIERS** - Contractor warrants that the foundation piers will stabilize the affected area(s) against further settlement for the life of the structure from the date of installation, or else Contractor will provide the labor and materials, at no cost to Customer, to correct the problem. Contractor does not warrant to lift, to close cracks, to render doors and windows operational or to move walls or slabs back to their original position, but will do its best to achieve positive results in this regard. Homeowner acknowledges that lifting can cause cosmetic damage to brick veneer, sheetrock and other parts of construction in the home. Contractor in no way assumes any liability for repair of any damages caused by lifting.

The footing is the most critical point to ensure proper stabilization. Upon excavation, should the condition or original construction of the footing require modification to ensure proper pier installation, a change order may be necessary and homeowner will be notified immediately.

**SMARTJACKS** - Contractor warrants that the SmartJacks will stabilize the affected area(s) against further settlement for life of the structure from the date of installation, or else Contractor will provide the labor and materials, at no cost to Customer, to make any necessary adjustments to the SmartJacks. If changes due to excess moisture occur in the area(s) where SmartJacks are installed, an encapsulation system, drainage and dehumidification may be necessary in such area(s) at an additional cost to Customer. Contractor does not warrant to lift floor back to original position, but will do our best to achieve positive results in this regard.

Homeowner acknowledges that lifting can cause cosmetic damage to sheetrock and other parts of the construction in the home and that contractor in no way assumes any liability for repair of any damages caused by lifting.

**WALL ANCHORS / POWER BRACE SUPPORTS** - Contractor hereby warrants that the wall anchors / Power Brace supports will stop further inward movement of the wall(s) repaired for life of the structure from the date of installation, or else Contractor will provide the labor and materials, at no cost to Customer, to correct the problem. Walls that are not anchored / supported entirely from corner to corner, by Contractor, are not warranted. Wall anchors / Power Brace supports are warranted only to stabilize the affected wall(s) and not straighten them. If Customer desires further outward movement in the wall(s) repaired, Contractor may tighten the installed anchors as recommended by the manufacturer as annual maintenance. The cost of maintenance is not included in this Contract, but maintenance is available from Contractor at an additional charge.

**CARBON FIBER STRAPS** - Contractor hereby warrants that the carbon fiber straps will stop further inward bowing at the center of the wall(s) repaired for life of the structure from the date of installation, or else Contractor will provide the labor and materials, at no cost to Customer, to correct the problem. Walls that are not supported entirely from corner to corner, by Contractor, are not warranted. Carbon fiber straps are warranted only to stabilize the affected wall(s) and not straighten them. Leaning from top of wall or shearing at the bottom of the wall is not warranted.

**EXCLUSIONS FROM THE WARRANTY** - This Warranty does not cover and Contractor specifically disclaims liability for: 1) exterior waterproofing or lack thereof; 2) any system that has been altered; 3) dust incidental to installation; 4) damage to property including, but not limited to, floor coverings, furniture, all personal property, stored items, finished walls, and other objects inside the foundation of the structure on which work was completed; 5) breakage of any hidden or unmarked fuel/utility/service/private lines; and 6) any damages caused by mold including, but not limited to, property damage, personal injury, loss of income, emotional distress, death, loss of use, loss of value, and adverse health effects, or any other effects; and 7) anything else expressly disclaimed in the original Warranty for the system.

LIMITED WARRANTY

## ITEMS FOR WHICH CUSTOMER IS RESPONSIBLE –

- 1) Full payment to the crew leader upon completion of the work. When Aqua Guard performs carpentry work 50% of contract price is due upon completion of installation of the system and the final balance is due upon completion of the carpentry work.
- 2) All personal items must be removed from the work area by the customer prior to the work start date. In the event work areas are not sufficiently prepared on scheduled work date, a trip charge of \$250.00 will be assessed, Contractor may offer to assist in the preparation at the rate of \$40.00 per man-hour. Contractor assumes no liability for damage to items moved and/or flooring in the preparation process.
- 3) Marking any private lines such as satellite cables, propane lines, sprinkler system lines, security line, etc. (Customer assumes all responsibility for damages due to breakage of any hidden or unmarked fuel/utility/service/private lines, though Contractor will do its best to avoid such damage).
- 4) Any floor covering removal and replacement.
- 5) Breaking of concrete indoors will create some dust. While we practice dust suppression techniques, the following preparation is required on your part: - Shut down furnace/air conditioning unit during the time the concrete is being broken. - Close and cover ductwork vents and filter intake of furnace. - Remove clean clothes and sensitive electronic equipment from the basement. - Cover anything you do not want to dust off later (thin plastic drop cloths are ideal).
- 6) Depth clause for helical and push piers shall be as specified on page 1 of this contract. The home owner is strongly encouraged to be present during the entire pier driving process. AquaGuard cannot halt or delay job progress waiting for the presence of the homeowner. Each pier depth will be logged on the Pier Log Chart. Additional charges due to pier depths beyond the depth indicated on page 1 are due upon completion of job.
- 7) Customer must be present during any attempt to lift any part of the structure.
- 8) Any finish carpentry, painting, paneling, landscaping, etc. that may be necessary after Contractor's foundation repair work is finished.
- 9) Maintaining gutters and directing downspouts a sufficient distance away from the repaired wall(s).
- 10) Water seepage into any area of the basement (Water seepage is not covered by this Warranty and may require a waterproofing system from Contractor at an additional cost).
- 11) Any items mentioned on the Job Detail sheet(s) of the Contract under "Customer Will" or "Additional Notes."

## LOCATING UNDERGROUND UTILITIES

Any time an excavation is part of your project, Aquaguard Foundation Solutions will call to have all public utilities located on your property. If the public lines are not marked correctly and damage is done to a line during excavation, the local utility company is responsible for the repair.

However, many municipalities consider public lines between the sidewalk and the property to be private lines, (i.e., water supply lines and sewer lines), for which the property owner is responsible. The property owner must hire and pay a private locate company to locate these private lines. In addition, underground sprinkler systems, electrical lines for outdoor lighting and underground cable lines are not located by the locate company. In these cases, the property owner holds all liability should the damage occur to any private utility line during the time of your project. PLEASE INITIAL BELOW INDICATING WHICH OPTION YOU WOULD PREFER:

           I will contact a private locate company and take personal responsibility should a private line be damaged during the time of my project. Aquaguard Foundation Solutions will have public utilities located based on my local municipality's regulations.

N/A I will indicate, to the best of my ability, the location of private lines such as sprinkler systems, electrical for outdoor lighting, underground cable and any other private utility lines, however I would like for Aquaguard Foundation Solutions to handle all public utility locating and take responsibility should any damage occur to a private utility line during the time of my project which is not located by the public utilities locate company. I agree to pay \$99 for this service (must be paid in advance)

I have read and understand the Terms and Conditions set forth above.

Signature X \_\_\_\_\_ Date \_\_\_\_\_