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Our mission: inspire trust and enhance public health

JOE MANTUA, PE,
GENERAL MANAGER
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AGENDA

Regular Meeting of the Members of the Authority
Executive Board Room, 109B, Administration Building
6 Snake Road, Okatie SC
(Closed to the Public)

ELECTRONIC MEETING

Thursday, January 28, 2021 | 8:00 am

This meeting is being held via video conference in accordance with BJWSA Bylaws, as amended, and can be viewed live on the BJWSA's website page (<https://bjwsa.org/publicmeeting/>)

I. CALL TO ORDER

A. Members Roll Call – *Chair Michael Bell*

II. INVOCATION AND PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT*

Public Comments may be submitted electronically by emailing your comments to publicmeeting@bjwsa.org. Advanced Comments will be accepted up to 1 hour prior to the scheduled meeting start time and shall be limited to three (3) minutes or 390 words. All Advanced Comments will be provided to the Chair and read aloud for the record during the initial Public Comment period.

Public Comments may also be submitted throughout the course of the meeting. Those comments should also be emailed to publicmeeting@bjwsa.org and limited to 3 minutes or 390 words. Comments submitted during the meeting will be provided to the Chair and read aloud as indicated in Item XII, noted below.

IV. APPROVAL OF MINUTES

A. Regular Meeting of 12/17/2020

V. GENERAL MANAGERS REPORT

➤ Public Affairs Report – *Pamela Flasch*

MICHAEL L. BELL
CHAIR

JAMES E. BAKER, JR
VICE CHAIR

GREGORY A. PADGETT
SECRETARY/TREASURER

DONNA L. ALTMAN
IMMEDIATE PAST CHAIR

LORRAINE W. BOND
R. THAYER RIVERS, JR

BRANDY M. GRAY
GERALD H. SCHULZE

ANDERSON M. KINGHORN, JR
WILLIAM SINGLETON, Ed.D

VACANT

VI. COMMITTEE REPORTS

- A. Executive Committee – *Committee Chair, Michael Bell*
- B. Capital Projects Committee – *Committee Chair, Bill Singleton*
- C. Finance Committee - *Committee Chair, Greg Padgett*
- D. Personnel Committee – *Committee Chair, Brandy Gray*
- E. Sustainability Ad Hoc Committee – *Committee Chair, Jimmy Baker*

VII. CONSENT AGENDA

- 1. CIP 1990 Point South Sewer System Rehabilitation Project Budget Adjustment in the amount of \$306,786.60 and Contract Award to Southeast Pipe Survey, Inc., in the amount of \$579.786.60.
- 2. O&M Purchase Order to Flint Equipment Company in the amount of \$129,500.00 for a John Deere 344L Loader.
- 3. Amending Appendix G of the Developer Policy and Procedure Manual to provide an updated Sample Blanket Easement.
- 4. Residential Alternative Sewer Management Program Procedures and Specifications update.
- 5. Purchasing Policy updates to Sections 2-302, 3-401, 2-601.

VIII. OLD BUSINESS

- A.

IX. NEW BUSINESS

- A. Emergency Contract Award – Sewer Pump Station SS17 Force Main Repair to Carrol Enterprises, LLC in the amount of \$118,730.00.

X. EXECUTIVE SESSION

- A. Attorney-Client Privileged Information and Legal Advice pursuant to SC Code Ann. Section 30-4-70(a)(2), regarding:
 - 1. BJWSA COVID 19 Procedures; and
 - 2. Potential Claims regarding the South of the Broad Operations Center.

XI. RECONVENE

(Motion to end executive session and return to public session)

XII. POSSIBLE ACTION OF EXECUTIVE SESSION AGENDA ITEMS

XIII. PUBLIC COMMENT*

Public Comments submitted throughout the course of the meeting should also be emailed to publicmeeting@bjwsa.org and limited to 3 minutes or 390 words. Comments submitted during the meeting will be provided to the Chair once the meeting has been reconvened following Executive Session and read aloud for the record at this time.

XIV. ADJOURNMENTⁱ

ⁱ Next Scheduled Meeting Thursday, 2/25/2021 8:00 a.m.

Section 30-40-80(A)(D)(E) In accordance with Chapter 4, Title 30, South Carolina Code of Laws, 1976, commonly known as the “*Freedom of Information Act*” (FOIA), as amended, notification of regular meetings was given at the beginning of the calendar year. This agenda was posted on the Authority’s bulletin board and website at www.bjwsa.org twenty-four hours prior to the meeting. A copy of the agenda was given to the requested public on file. Local media was properly notified.

*Article X, Section 2(g), BJWSA Bylaws, as amended, with respect to any electronic meeting, any public comment periods provided for by local ordinance, resolution, policy, or bylaws are hereby suspended. Members of the public may submit written public comments which shall be distributed to the members of the Authority both before and during the meeting as set forth in the agenda.

MINUTES OF THE MEMBERS OF THE BEAUFORT-JASPER WATER AND SEWER AUTHORITY MEETING HELD ON THURSDAY 12/17/2020

Be it remembered that the Members of the Beaufort-Jasper Water and Sewer Authority held its regular meeting virtually on Thursday, 12/17/2020 at the Beaufort-Jasper Water & Sewer Authority Administration Building. This meeting met the notice requirements of, and was properly constituted pursuant to, Chapter 4, Section 30-4-80(A) of the Code of Laws for South Carolina, 1976, as amended, commonly known as the "Freedom of Information Act".

ATTENDANCE

Members of the Authority physically present: Chair Michael Bell; Secretary/Treasurer Greg Padgett.

Members of the Authority attending by video conferencing: Vice-Chair Jimmy Baker; Donna Altman; Lorraine Bond; Brandy Gray; Andy Kinghorn; Thayer Rivers; Dr. Bill Singleton; Jerry Schulze; Prospective member Rob McFee.

Staff physically present: Joe Mantua, General Manager; Sarah Linkimer, Deputy General Manager; Libby Breland, Executive Assistant/Clerk to the Board; Information Technology Staff - Eric Pratt, Manager; Jon Torrescano, Systems Engineer and Phillip McCright, Systems Engineer.

Staff attending telephonically: Brian Chemsak, Chief of Plant Operations; Kenneth Frazier, Chief of Technical Services; Beth Lowther, Chief of Finance & Support Services; Linda Tillery, Chief of Customer Care; Becca Bowyer, Director of Engineering; Pamela Flasch, Director of Public Affairs; Trisha Kilgore, Director of Innovation & Technology; Allena Lee-Brown, Director of Human Resources; Tammy Holman, Procurement and Risk Manager; Jane McCormick, Customer Service Manager, Victoria Pratt, Accounting Manager; Jamie Sease, HR Specialist.

Legal Counsel attending by video conferencing: Erin Dean, Esq., Tupper, Grimsley, Dean & Canaday, PA.

Beaufort County Liaison to BJWSA viewing Live Streaming: York Glover Sr., District 3 (Beaufort/Lady's Island/St. Helena Island/Parris Island).

CALL TO ORDER

The meeting convened at 8:00 a.m., Chair Michael Bell presiding.

INVOCATION AND PLEDGE OF ALLEGIANCE

Secretary/Treasurer Greg Padgett gave the invocation and all joined in the Pledge of Allegiance to the flag of the United States.

ACKNOWLEDGEMENT OF PUBLIC ATTENDANCE

Chairman Bell recognized members of staff and public.

PUBLIC COMMENT

Chairman Bell read into record the following statements:

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He then asked for advanced comments at this time. Clerk to the Board, Libby Breland reported no comments were received in advanced.

Chairman Bell encouraged the public watching to submit their comments to publicmeeting@bjwsa.org.

APPROVAL OF MINUTES

Motion: Moved by, Secretary/Treasurer Greg Padgett, seconded by, Lorraine Bond, to approve the minutes of the 11/19/2020 regular board meeting as written and distributed in advance to the Members of the Authority and the summary of the 12/14/2020 Board Workshop Session #2.

Vote: *After a Roll Call Vote, with no corrections noted, the 11/19/20 Board Minutes and the Workshop Session #2 Summary stand approved by General Consent with no objections. The motion passed 8-0 (Chair not voting, one absentee, one vacancy)*

GENERAL MANAGERS REPORT

Joe Mantua submitted the following report:

Asset Management

1. Asset Management Program Update – We continue to work with Arcadis, and have completed the initial GAP Analysis assessment. A cross-departmental team, to include Water and Wastewater Operations, Tech Maintenance, Engineering, IT, Customer Service, Field Ops and Leadership completed an assessment that will be used to create our baseline. We will use this baseline to monitor and measure our program’s maturity as we move into the future. The next deliverable is the process discovery interviews, which have been scheduled for January 2021. These interviews are aimed at collecting information about our perspectives on topics such as business objectives, performance metrics, organizational needs, current processes, and improvement opportunities. We are on track to complete Phase 1 by the end of the fiscal year, which includes future sessions to help us determine service levels, likelihood of failures, consequence of failures, remaining useful life, R&R strategies and a condition assessment plan.

2. SOB Operations Building – Air sampling was conducted at the SOB Operations Building on December 2 and the results looked very good. We are awaiting the final report from the consultant.
3. Meyer Lake Property Closing – The Meyer Lake tract transaction was completed this month. The 974 acre property that sits adjacent to the Purrysburg Plant intake was purchased by the Lowcountry Land Trust and this will protect the land in perpetuity. As part of the Savannah River Clean Water Fund program, we contributed \$75,000 towards the purchase.

Workforce Investment

4. Safety Report – We had another strong month with nearly 200 Take Twos and no lost work day cases bringing our total to 1,881,688 hours since our last preventable lost work day case.
5. New Employees – This month we are pleased to welcome two new members to the BJWSA Team, Marcus Fripp and Charles Cox both join as Field Operator 1. I am also very pleased to announce the following promotions, Jon Torrescano was promoted to IT System Engineer, Robert Wilson was promoted to Water Operator Trainee, Kent Davis was promoted to Field Operator II, and Barry Washington was promoted to Field Operator IV.
6. Holiday Sharing Event – This annual event was held on December 11 and due to the obvious impacts of COVID-19 we had to scale it back significantly to ensure employee safety. We did announce the recipients of the Employee of the Quarter and Employee of the Year. The Employee of the 4th Quarter was awarded to Shelia Felton, Lab and Water Quality Manager with runners up, Philip McCright and Tyler McTeer. I am also very pleased to announce that Jamie Sease, Human Resources Specialist was named the Employee of the Year for 2020.

Preparation for Change

7. COVID- 19 – The lobby and community room remain closed to external access. We have had three employees test positive in the past month, one is back to work and the other two are expected back soon. We are also seeing an increase in the number of potential exposures and have reduced building access even further, limiting in person meetings and activity. We are also adjusting schedules to eliminate or minimize reporting to our operations centers. We continue to utilize remote working as much as possible and are working towards technology to allow Customer Service to eventually work remotely. The additional cleaning and disinfecting of occupied work facilities continues on a regular basis. We did receive three CARES act checks totaling \$232,000 for expenses related to the pandemic.
8. High School Internship Program – We met with Beaufort and Jasper County School District representatives to plan for the kick-off of the program in early 2021. Our first intern interview was held on December 11 with a second one on December 16. Several more will be held in January. We anticipate welcoming our initial class of high school interns in late January or early February.

Organizational Excellence

9. Fleet Optimization Study – Work kicked off this month with our consultant, Matrix. Activities have included data gathering and preliminary review, an on-site visit to view facilities, staff interviews, and measurement of the shop area. The goal of the study is to identify potential cost savings and operational efficiencies as highlighted in our FY 21 goals.
10. Leadership Coaching and Training Program – We have been working with our coaching consultant, Lead Smarter Associates, on a plan to provide leadership training and coaching for all managers and supervisors starting in early 2021.

Customer Satisfaction and Engagement

11. Charitable Giving Policy – This policy has been finalized and is on today’s board agenda for review and approval.
 - **Public Affairs Report.** Pamela Flasch highlighted recent and upcoming initiatives taking place throughout the service area:
 1. Holiday Sharing: I hope you were able to join us for our ‘virtual’ Holiday Sharing event Friday, December 11. We appreciate the collaboration from IT, our recipe-sharing colleagues and those who submitted their work on the nine months of COVID.
 2. BJWSA NewsSplash: Our winter newsletter dropped this week to 34,000 customers via email. This cost savings and sustainability metric is due to the tireless work of our customer service reps who ensure that every customer they speak with is queried about their current email address. An additional 6,100 will go out via USPS next week.
 3. Public Education and Engagement: Our live, virtual Consumer Academy Tuesdays in February, will star SMEs from our team. Next summer, our amazing BJWSA Jr. Staffers will host a kid’s version. More to come in January!
 4. Weekly What’s Up Employee Newsletter: Look for reflections on *values* by staff, our new recurring WWU feature!
 5. Quarterly Meetings: Internally, we are helping Joe schedule quarterly meetings with every department, to replace Breakfast with the GM, and to give Joe an opportunity to meet with all staff.

COMMITTEE REPORTS

Report of the Executive Committee. Committee Chair Michael Bell stated that the Executive Committee did not meet.

Report of the Capital Projects Committee. Committee Chair, Dr. Singleton, reported that the Capital Projects Committee met on 12/9/2020 and reviewed the status of the Capital Program and Development Activity. A summary of noteworthy projects was included in the Board Packet. Some projects of note:

Project Highlights

1. Purrysburg WTP Expansion to 30 MGD –We are waiting for DHEC approval of the final drawings. Bidding will start after DHEC approval.
2. Highway 170 36-Inch Water Main Extension –We have reached an agreement with the Town of Bluffton regarding tree mitigation, and will pay \$46,200 based on the trees identified in the construction plans.
3. CPWRF UV Replacement – Channel 1 is operational. Channel 2 is still being modified.
4. Galvanized Water Line Replacement Program -
 - ❖ **Phase I:** All Divisions are complete and being closed out.
 - ❖ **Phase II:** Division I plans are waiting on comments from DOT. We anticipate this being put out to bid in February. Division II and III were bid. The notice of award should be issued in the near future.
5. Chelsea WTP Waste Water Pump Replacement – The contract with BRW has been executed, and they are preparing submittals.
6. Causeway Bypass Valves – Work for the project is complete. An investigation of the retaining wall supporting the water line between Cat and Cane Islands is underway using the remaining project funds.
7. Raw Water Canal Improvements – Construction is underway for Division #1-River Pump Station. Major construction activities will move to the Purrysburg Road crossing, and additional geotechnical work is underway due to poor soil conditions.
8. North Street Transmission Main/Bluffton Pkwy – Preliminary work for project has started, including notification of residents and municipalities and field surveying.
9. Misc. Waste Water Pump Station Replacements – The contract has been executed and contractor is preparing submittals. Engineering for the next round of stations will start in 2021.
10. Point South Sewer Assessment & Rehabilitation – Project was bid in November and no bids were received. It will be re-bid the first of the year.
11. Chelsea Static Mixer – Engineer is modeling the work to make sure the correct unit is purchased.

Developer Report

12. During November, capacity fees were collected in the amount of \$306,069.06; Year-To-Date total for capacity fees is \$1,989,802.04; 6 precons were held; 7 Service Authorizations were issued; new water taps totaled 199 and sewer taps totaled 100.

A copy of the CIP Update Memorandum from Jeremy Sponseller dated 12/2/2020 was included in the Board Packet and is attached to these minutes and is made a part hereof.

Report of the Finance Committee. Committee Chair Greg Padgett reported that the Finance Committee met on 12/10/2020 and submitted the following report:

1. IT Update: Eric provided the IT FY20 Areas of Focus that included three significant project updates and notable items. The staff was commended.
2. November Call Center Metrics: The committee reviewed the call center metrics. The average call wait time was 1 minute 31 seconds and the abandonment rate was 3.35% in November. The total number of installed Beacon Meters is 58,193 over 1,100 since the last report.
3. FY2021 YTD Financial Statements and Investments: Total operating revenues are \$1.6 million over budget, while total operating expenses (including depreciation) are \$1.1 million under budget. The committee also reviewed the AR, Cutoffs, Investment report and reconciliation for the projects funded by the 2019 Revenue Bonds. The committee was provided an update on the SC Cares refund that Joe discussed, operating cash continues to be healthy.
4. Miscellaneous: The committee received updates on the External Audit RFP, Cross Connection and Charitable Giving Policy. The committee made the decision to allow auditors Carr, Riggs, & Ingram to submit a proposal for auditing services next year.

A copy of the financial report dated 11/30/2020, was included in the Board packet and is attached to these minutes and is made a part hereof.

Report of the Personnel Committee. Committee Chair Brandy Gray reported that the Personnel Committee met on 12/8/2020 and submitted the following report:

1. Safety: Covered by Joe Mantua in his GM report.
2. Personnel Actions Report: 1 voluntary resignation in November.
3. Coronavirus Update: Covered by Joe Mantua in his GM report.
4. Leadership Coaching and Training Plan: Partnered with Vito Pandolfo of Lead Smarter Associates in NYC/NJ. The goal is to ensure leaders are aligned and on the same page. He has provided 1-on-1 coaching thus far to senior staff and chiefs. He also has delivered 3 group sessions with the Leadership Group and will continue to do group sessions with this group every other month. Now in the process of 1-on-1 coaching to 3 Directors and plan to hold 1-on-1 coaching and group sessions to all the formal leaders over FY21 and FY22.
5. Ethics Training: Safety Specialist, Steve Lee, has identified a comprehensive online training forum (Convergence Training) that will help us stay current with quality training during this challenging time when we cannot offer classroom training. Each module includes quizzes and scores ensuring the learning is transferring.
6. Miscellaneous: Draft Charitable Giving Policy was reviewed and will be presented under new business.

Q&A was held regarding BJWSA's vaccination program and efforts identifying personnel as essential and coordination with pharmacies. BJWSA is still in the process working with DHEC at this point based on the Governors distribution occurring in a phased approach.

Report of the Sustainability Ad hoc Committee: Committee Chair, Jimmy Baker, gave a report of items discussed at the Sustainability Committee meeting that was held on December 10, 2020. Members are: Jimmy Baker, Committee Chair, Secretary/Treasurer, Greg Padgett and Andy Kinghorn. Meetings will be held monthly immediately following the Finance committee meetings:

1. Committee Charter: Was established, reviewed and approved.
2. Carbon Footprint: A snapshot was provided by Tricia Kilgore and included a graphic identifying the sources of CO2 and a break down by category.
3. Biosolids Master Plan: A scoping meeting was held with Hazen and Sawyer, environmental firm. Their initial task will include a market analysis providing a report in the April/May timeframe.
4. Fleet Optimization Study: Matrix Consulting was selected to conduct this study; an onsite by Matrix visit was conducted including staff interviews, a report is expected in April.
5. Next Meeting: Will be Thursday, January 21, inviting Pam Flasch to participate to discuss establishing a webpage to highlight our sustainability efforts and enhance overall customer awareness.

Joe Mantua read aloud the Sustainability Committee Charter with a hard copy being provided to all members.

OLD BUSINESS

There was no old business.

NEW BUSINESS

A. BJWSA Charitable Giving Policy - Approval.

This policy is to establish guidelines for expenditures in support of community and charitable events and sponsorships including BJWSA sponsored programs, Thad Coleman Fund and the Hardship Fund. Support given shall be focused on causes that are directly related to water quality and the environment.

Motion: Moved by, Donna Altman, seconded by, Lorraine Bond, to approve the *BJWSA Charitable Giving Policy* as written and presented to the Members of the Authority.

Vote: *After a Roll Call Vote, the motion passed 9-0 (chair not voting, one vacancy)*
(8:50 a.m.)

EXECUTIVE SESSION

Motion: Donna Altman moved, seconded by Lorraine Bond, to go into executive session for the purpose of Attorney-Client privileged information pursuant to SC Code Ann. Section 30-4-70(a)(2); regarding Kinard v. BJWSA and legal advice related to COVID 19,

Vote: After a Roll Call Vote, the motion passed 9-0 (chair not voting, one vacancy).

Chair Michael Bell, excused all persons from the meeting. Legal counsel, GM; Deputy GM remained for executive session for the legal briefing.

(9:15 a.m.)

RECONVENE

Motion: Secretary/Treasurer Greg Padgett moved, seconded by Andy Kinghorn, to reconvene regular session,

Vote: After a Roll Call Vote, the Motion passed 9-0 (chair not voting, one vacancy).

ACTION ITEMS OCCURRING FROM EXECUTIVE SESSION

Information was received from Legal Counsel. No action was taken.

PUBLIC COMMENT

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ADJOURNMENT

With no further business to come before the Board, and without objection, Brandy Gray moved, seconded by Donna Altman, to adjourn the meeting at, 9:16 a.m.

Vote: After a Roll Call Vote, the motion passed by majority 9-0.

Chair, Michael L. Bell

Secretary/Treasurer, Gregory A. Padgett

APPROVED: _____

Respectfully submitted,

Libby Breland, Clerk to Board

Signatures and Attachments on file.



December-20

FY21 Safety Report

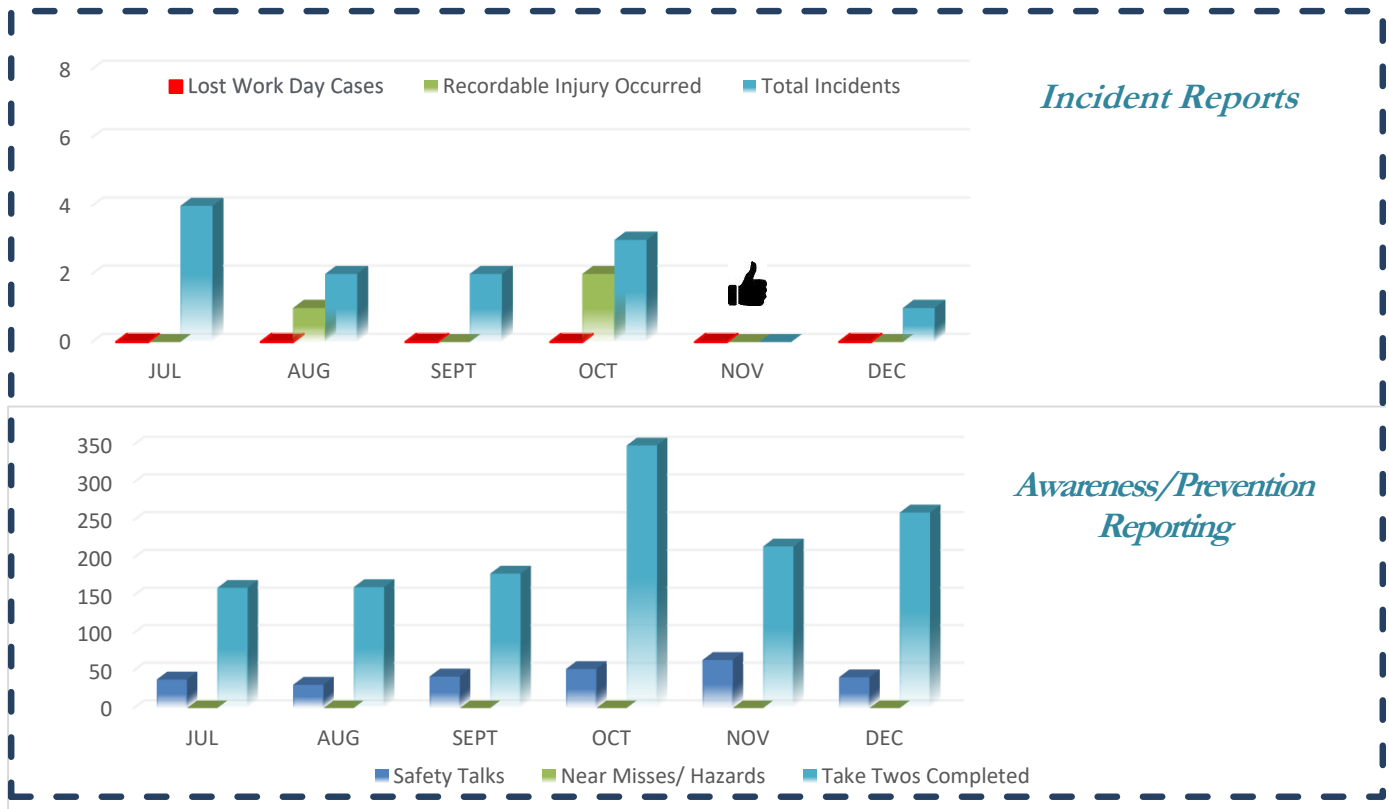
3 Recordable Injuries
0 OSHA Lost Work Day Cases

BJWSA Current Rate	Water/Sewer Industry Average (2019)	Goal
3.5	5.5	0
0	2.8	0

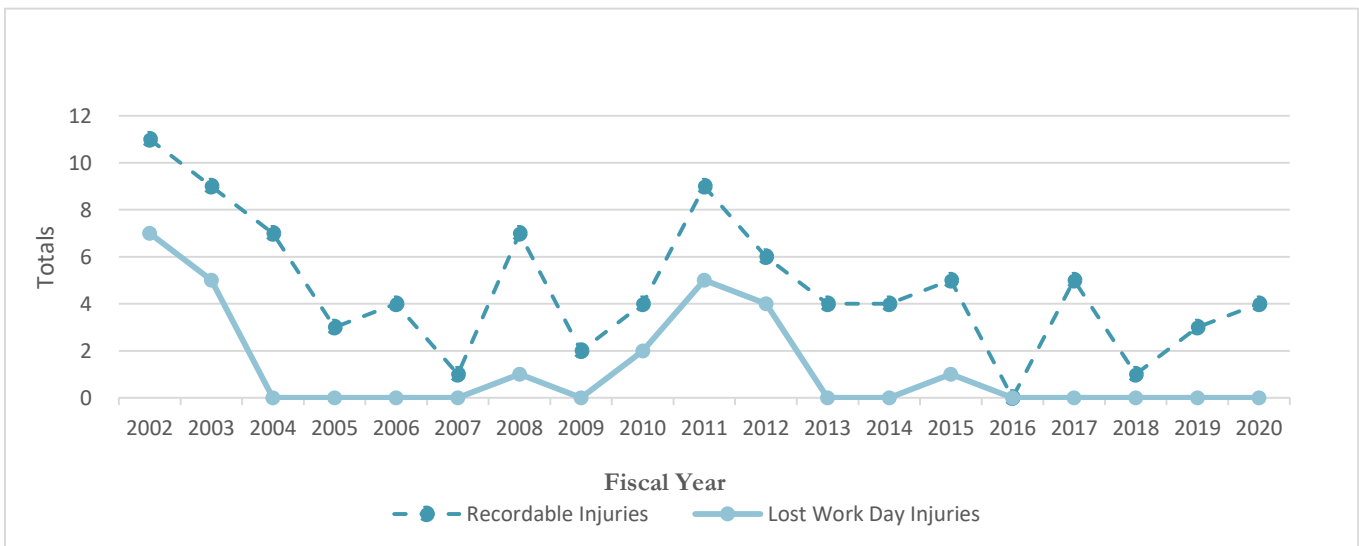
2108 Days Since Last Preventable LWD Case

1,905,939 Safe Work Hours Since Last Preventable LWD Case

2,000,000



Company Performance History





Memorandum

TO: Capital Projects Committee
FROM: Jeremy Sponseller
COPY: Joe Mantua, Sarah Linkimer, Kenneth Frazier, Rebecca Bowyer
DATE: January 11, 2021
SUBJECT: CIP Update

The purpose of this memo is to provide an update of noteworthy Capital Improvement Projects for the month of December, 2020.

CIP Projects:

- Purrysburg WTP Expansion to 30 MGD (CIP-1366) – Final drawings have been prepared. GMC has presented revised flood information to Jasper County and they have accepted their findings. DHEC told GMC that the Purrysburg project is next in line for their review. Once everyone has approved, we will proceed with bidding.
- Highway 170 36-Inch Water Main Extension (CIP-1696) – J H Hiers has installed erosion control along the length of the project. Route clearing began the week of Jan. 4th.
- CPWRF UV Replacement (CIP-2182) –Resolving cable issue with Wedeco manufacture. New cables are needed and domestic cables are far cheaper than German cables. Checking with Wedeco to insure no warranty issue if we proceed with domestic cables. Startup of channel 2 now expected February '21.
- Galvanized Water Line Replacement Program (CIP-2185) –
 - PHASE II:
 - Division I: Final plans received from Engineer on 1/8/21. BJWSA staff currently reviewing plans. Hope to bid project in February.
 - Division II & III: Project (Div II & III) was awarded to Potter Construction. Potter to start work in Pigeon Pt area with Emmons Street first week of 01/18/21. BJWSA working out remaining DOT comments for permit issuance for the rest of project locations.
- Chelsea WTP Waste Water Pump Replacement (CIP-2203) – Project awarded to BRW and contracts have been executed. Submittal process will begin as electrical components have estimated lead time of 12-14 weeks and pump lead time is 4-6 weeks.
- Causeway Bypass Valves (CIP-2282) – Need final billing from contractor then can begin to close project out.

- Raw Water Canal Improvements (CIP-1894) – Construction is underway with contractor. BJWSA staff accepted Division #2 rehabilitation work on protective coating for the Aerial Flume and Flume was restored to full operational status on 10/30/20. Chelsea Reservoir Inlet Structure rehabilitation is complete. Major construction activities currently underway are at canal pump-house.
- North Street Transmission Main/Bluffton Pkwy (CIP-2224/1927) – Contractor is continuing their efforts to prepare the preliminary design for the project. We are evaluating potential sites to place the new elevated storage tank along Bluffton Parkway.
- Misc. Waste Water Pump Station Replacements (CIP-1806 & 1807) – Contract executed and contractor is in process of submittal generation for BJWSA staff to review. Engineering for next round of stations is being reviewed from proposal received from Constantine Engineers.
- Point South Sewer Assessment & Rehabilitation (CIP-1990) – After receiving no bids, the project was rebid in December 2020 and we received two bids for the construction.
 - Southeast Pipe Survey \$579,786.60
 - Tri-Star Contractors, Inc \$592,105.00
 We will be discussing the bid with the Committee in January.
- Chelsea Static Mixer (CIP 2270) – Hazen and Sawyer is finishing the modeling for this project. This will ensure that the correct unit be purchased and installed.

There are approximately 10 remaining FY 21 projects that are still in the early stages or need to be started: five are in negotiations under the IDQ contract, one we are considering adding to the IDQ, and four that are on hold due to scope changes and timing.



Developer Project Activity Report

For Developer Projects from 12/1/2020 to 12/31/2020.

New Projects Reviewed						
Prj Num	Project Name	WWT Plant	Zone Type	REUs	Water GPD	WW GPD
<u>2021-058</u>	Beaufort High School Gym Addition	Port Royal (PRIWRF)	No addt'l cap due	0	0	0
<u>2021-059</u>	114 S Hermitage Water and Sewer	Port Royal (PRIWRF)	Residential	2	800	600
<u>2021-060</u>	Snowball Pavilion	Cherry Point	Commercial	0	0	300
<u>2021-061</u>	386 Old Palmetto Bluff Road Grinder - Jamison	Palmetto Bluff	No addt'l cap due	0	0	0
<u>2021-062</u>	Malind Bluff - Phase 2B and 2C	Cherry Point	Residential	86	34,400	25,800
<u>2021-063</u>	Latitude Hilton Head Phase 5	Cherry Point	Residential	433	137,940	105,300
<u>2021-064</u>	Cross Schools - New Building	Cherry Point	Commercial	0	300	200
<u>2021-065</u>	Lot 10 Beaufort Commerce Park - Speculative Building	Port Royal (PRIWRF)	Commercial	0	2,470	1,900
<u>2021-066</u>	Citadel Palmetto Bluff	Palmetto Bluff	Commercial	0	1,213	933
<u>2021-067</u>	501 Carteret Street	Port Royal (PRIWRF)	Commercial	0	1,170	900
<u>2021-068</u>	Ernest Drive Subdivision		Residential	13	3,900	0
<u>2021-069</u>	1113 13th Street Subdivision	Port Royal (PRIWRF)	Residential	1	400	300
<u>2021-070</u>	1035 Bridle Path Blvd Grinder - Finn		Residential	1	0	300
<u>2021-071</u>	Lobo Granite and Marble	Hardeeville	Commercial	0	300	200
<u>2021-072</u>	Simmons Road Sidewalk - Phase 6A		No addt'l cap due	0	0	0
<u>2021-073</u>	River Oaks - Phase 1B	Cherry Point	Residential	66	26,400	19,800
<u>2021-075</u>	Robert Smalls International Academy - Phase 1 and Phase 2	Port Royal (PRIWRF)	Commercial	0	4,810	3,700
17 New Projects Reviewed Listed for totals of:				602	214,103	160,233

DRP Submittals						
Prj Num	Project Name	WWT Plant	Zone Type	REUs	Water GPD	WW GPD
<u>2021-025</u>	10 Bellinger Bluff Road Grinder - Cox	Cherry Point	Residential	1	0	300
1 DRP Submittals Listed for totals of:				1	0	300

Pre-Construction Conferences						
Prj Num	Project Name	WWT Plant	Zone Type	REUs	Water GPD	WW GPD
<u>2005-74B</u>	Old Shell Point Subd - Lot Modifications	Port Royal (PRIWRF)	No addt'l cap due	0	0	0
<u>2018-115</u>	East Argent - Offsite Utility	Cherry Point	No addt'l cap due	0	0	0
<u>2019-099</u>	MCAS Beaufort Demolish (N) Barracks Building 932N		Military	0	0	0
<u>2020-028</u>	Mingledorff Warehouse - Lot 8 - Red Oaks Plaza Phase 2	Cherry Point	No addt'l cap due	0	0	0
<u>2020-056</u>	Palmetto Bluff Block L5	Palmetto Bluff	Residential	69	28,400	21,300

Prj Num	Project Name	WWT Plant	Zone Type	REUs	Water GPD	WW GPD
<u>2020-061</u>	Chick-fil-A Restaurant Site Improvements - Fire Line	Port Royal (PRIWRF)	No addt'l cap due	0	0	0
<u>2020-081</u>	TCL - Culinary Building	Cherry Point	Commercial	0	5,179	3,984
<u>2020-084</u>	Express Oil and Tire Engineers	Port Royal (PRIWRF)	Commercial	0	262	232
<u>2020-089</u>	Del Webb Argent 2 Block 27	Cherry Point	Residential	117	40,950	21,060
<u>2020-103</u>	14 Rosecourt Road Grinder - Hede	Palmetto Bluff	No addt'l cap due	0	0	0
<u>2020-112</u>	Stop N Stor - Building Expansion and Fire Line		Commercial	0	0	0
11 Pre-Construction Conferences Listed for totals of:				186	74,791	46,576

Service Authorizations						
Prj Num	Project Name	WWT Plant	Zone Type	REUs	Water GPD	WW GPD
2018-118B	Malind Bluff Phase 1 (Lots 7 - 100)	Cherry Point	No addt'l cap due	0	0	0
2019-021	Callawassie Fire Station Addition	Cherry Point	Commercial	0	0	300
2019-091	John Harris Body Shop	Cherry Point	Commercial	0	300	200
2019-098	Bluffton Park Lot 6 Commercial	Cherry Point	Commercial	0	2,704	2,080
2019-105	North-Shanklin Road EMS Station	Port Royal (PRIWRF)	Commercial	0	325	0
2019-108	May River Crossing - Phase 1	Cherry Point	Commercial	0	8,496	6,135
2019-120	Hampton Lake - Parkside Amenity	Cherry Point	Commercial	0	364	280
2020-011A	Latitude Hilton Head Phase 3A & 3C (Lots 943-1008)	Cherry Point	No addt'l cap due	66	0	0
8 Service Authorizations Listed for totals of:				66	12,189	8,995



CIP Project Activity through 12/31/2020

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
Projects in Active - Planned Phase									
CIP-1774	SCADA Replacements - Enhancements - FY21	Inventory of PLCs at treatment plants that are near or at end of life being compiled and scoped for replacement	\$50,000.00		No Vendor/Contractor	\$0.00	\$0.00	\$0.00	0.00%
TOTALS						\$0.00	\$0.00	\$0.00	
CIP-1958	CPWRF Expansion to 11.25 MGD	Four RFP's were received and reviewed. We will be contacting the firms that we would like to interview and making a decision on whom to use for the Preliminary Engineering Report in the following weeks.	\$31,330,000.00		No Vendor/Contractor	\$0.00	\$0.00	\$0.00	0.00%
TOTALS						\$0.00	\$0.00	\$0.00	
CIP-2286	Biosolids Master Plan	Hazen and Sawyer is working on a proposal for this project.	\$100,000.00		No Vendor/Contractor	\$0.00	\$0.00	\$0.00	0.00%
TOTALS						\$0.00	\$0.00	\$0.00	
CIP-2291	Hwy 17 Corridor Water and Wastewater Master Plan	Met with HGB to discuss the project scope. They are developing a proposal for us to review.	\$140,000.00		No Vendor/Contractor	\$0.00	\$0.00	\$0.00	0.00%
TOTALS						\$0.00	\$0.00	\$0.00	
Projects in Construction Phase									
CIP-1366	Purrysburg WTP Expansion to 30 MGD	Jasper County has accepted GMC's flood analysis and report setting the 500yr flood elevation at 26.5'. Looking at possible variances from Jasper Co. DHEC says that we are next in line for review and should be hearing from them soon.	\$39,400,000.00	11/06/18	Goodwyn Mills & Cawood, Inc.	\$1,900,000.00	\$104,800.00	\$1,086,265.95	54.18%
				08/26/19	Ruby-Collins, Inc.	\$4,657,400.00	\$0.00	\$4,607,400.00	98.93%
				10/09/19	Terracon Consultants, Inc.	\$7,797.00	\$7,374.00	\$19,935.58	131.41%
TOTALS						\$6,565,197.00	\$112,174.00	\$5,713,601.53	

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
CIP-1509	Sodium Hypochlorite Conversion at Well Sites	Waiting on maintenance to complete ASR 2	\$100,000.00	12/13/17	Daparak, Inc	\$5,471.38	\$0.00	\$5,443.29	99.49%
				12/19/17	SC DHEC Bureau of Finance	\$500.00	\$0.00	\$500.00	100.00%
				01/08/18	USA Bluebook	\$380.30	\$0.00	\$507.56	133.46%
				07/12/18	BRW Construction Group, LLC	\$33,960.00	\$0.00	\$33,960.00	100.00%
				04/05/19	Daparak, Inc	\$468.00	\$0.00	\$849.82	181.59%
				04/15/19	Daparak, Inc	\$24,242.16	\$0.00	\$24,659.24	101.72%
				04/17/19	Daparak, Inc	\$10,913.34	\$0.00	\$12,691.12	116.29%
				05/06/19	USA Bluebook	\$2,502.08	\$0.00	\$3,082.72	123.21%
				06/18/19	Coastal Carolina Trailers	\$2,582.57	\$0.00	\$2,582.57	100.00%
				09/30/19	Bill Moore Supply Company	\$406.81	\$0.00	\$406.81	100.00%
				09/30/19	Chlorinator Solutions	\$1,279.00	\$0.00	\$1,279.00	100.00%
				02/26/20	Ferguson Enterprises, Inc.	\$1,342.90	\$0.00	\$0.00	0.00%
				02/14/20	BJWSA - General Journal	\$1,342.90	\$0.00	\$1,342.90	100.00%
TOTALS						\$85,391.44	\$0.00	\$87,305.03	
CIP-1582	SCADA Communication Upgrades	Radio units replaced, final programming on going with Wonderware and MR Systems.	\$170,000.00	09/30/17	M R Systems, Inc	\$79,372.00	\$15,000.00	\$95,001.44	100.67%
				05/25/18	M R Systems, Inc	\$34,314.50	\$0.00	\$28,869.50	84.13%
				06/08/18	Bronder Technical Services, Inc.	\$19,802.00	\$0.00	\$19,802.00	100.00%
				06/18/18	Maico Industries, Inc.	\$10,986.00	\$0.00	\$11,645.16	106.00%
TOTALS						\$144,474.50	\$15,000.00	\$155,318.10	
CIP-1696	Hwy 170 36 inch Water Main Extension	Contractor began clearing of the construction route the week of Jan. 4th. Project is progressing.	\$8,250,000.00	09/05/18	Brown and Caldwell	\$220,500.00	\$137,200.00	\$296,001.53	82.75%
				12/27/18	Pike Appraisal Company, Inc.	\$5,100.00	\$2,700.00	\$8,100.00	103.85%
				11/30/19	Town of Bluffton	\$46,200.00	\$0.00	\$46,200.00	100.00%
				01/28/20	Dale E. Frank	\$2,500.00	\$0.00	\$2,500.00	100.00%
				01/28/20	Lydia Group LLC	\$5,950.00	\$0.00	\$5,950.00	100.00%
				01/28/20	St. Matthews Baptist Church	\$1,100.00	\$0.00	\$1,100.00	100.00%
				01/31/20	Malco Partners, LLC	\$2,500.00	\$0.00	\$2,500.00	100.00%
				02/11/20	Fishing Line Enterprises, LLC	\$1,800.00	\$0.00	\$1,800.00	100.00%
				08/31/19	HPG & Company	\$3,881.25	\$0.00	\$3,881.25	100.00%

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
CIP-1696	Hwy 170 36 inch Water Main Extension	Contractor began clearing of the construction route the week of Jan. 4th. Project is progressing.	\$8,250,000.00	10/16/20	J.H. Hiers Construction, LLC	\$5,598,000.00	\$0.00	\$72,000.00	1.29%
				05/20/20	Beaufort County Treasurer	\$7,865.00	\$0.00	\$7,865.00	100.00%
TOTALS						\$5,895,396.25	\$139,900.00	\$447,897.78	
CIP-1785	Capital Equipment Replacement - Sewer - FY21	POs have been issued for roof replacement at St. Helena Hub site and for an ABBA pump at Laurel Bay	\$200,000.00	08/20/20	Alternative Roofing Solutions, Inc.	\$14,385.00	\$0.00	\$14,385.00	100.00%
				10/06/20	Dracay Management, Inc.	\$27,299.00	\$0.00	\$0.00	0.00%
				11/12/20	Pete Duty & Associates, Inc.	\$16,500.00	\$0.00	\$0.00	0.00%
				11/17/20	Ovivo USA, LLC	\$25,737.11	\$0.00	\$0.00	0.00%
TOTALS						\$83,921.11	\$0.00	\$14,385.00	
CIP-1795	Capital Equipment Replacement - Water - FY20	1 Open POs remaining - Premier Water for ChloTec Onsite Sodium Hypochlorite	\$250,000.00	08/05/19	Premier Water, LLC	\$39,920.00	\$0.00	\$0.00	0.00%
				08/23/19	Burnett Lime Company, Inc.	\$36,450.00	\$0.00	\$36,450.00	100.00%
				12/05/19	Alternative Roofing Solutions, Inc.	\$13,228.00	\$0.00	\$13,228.00	100.00%
				01/16/20	Graves Water Services, Inc	\$25,950.00	\$0.00	\$28,875.00	111.27%
				01/16/20	Hobgood Electric & Machinery Co., Inc.	\$22,075.00	\$0.00	\$22,075.00	100.00%
				02/26/20	Daparak, Inc	\$15,163.50	\$0.00	\$15,343.05	101.18%
				03/26/20	Premier Water, LLC	\$67,860.00	\$0.00	\$68,275.50	100.61%
				06/08/20	Anthratech, US Inc. dba AWI	\$78,381.00	\$0.00	\$80,027.00	102.10%
				06/16/20	Vanton Pump & Equipment Corp.	\$14,812.00	\$0.00	\$16,683.72	112.64%
TOTALS						\$313,839.50	\$0.00	\$280,957.27	
CIP-1796	Capital Equipment Replacement - Water - FY21	POs have been issued for CWTP Basin 1 Mixer 1 Repair and Pulsa Pro 880 Meter Pump	\$200,000.00	08/11/20	A and W Electric, Inc.	\$9,620.33	\$0.00	\$9,620.33	100.00%
				09/10/20	Burnett Lime Company, Inc.	\$11,950.00	\$0.00	\$11,450.00	95.82%
TOTALS						\$21,570.33	\$0.00	\$21,070.33	
CIP-1806	Misc WW Pump Station Replacements - FY20	Submittals approved for pumps, materials on order and contractor will be construction after remaining pump stations are complete with CIP-1824.	\$1,200,000.00	07/25/19	Pete Duty & Associates, Inc.	\$8,899.00	\$0.00	\$8,824.00	99.16%

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
CIP-1806	Misc WW Pump Station Replacements - FY20	Submittals approved for pumps, materials on order and contractor will be construction after remaining pump stations are complete with CIP-1824.	\$1,200,000.00	08/05/19	Pete Duty & Associates, Inc.	\$8,000.00	\$0.00	\$7,700.00	96.25%
				08/05/19	Pete Duty & Associates, Inc.	\$5,600.00	\$0.00	\$5,570.00	99.46%
				08/05/19	Pete Duty & Associates, Inc.	\$5,600.00	\$0.00	\$5,570.00	99.46%
				08/05/19	Pete Duty & Associates, Inc.	\$3,725.00	\$0.00	\$3,695.00	99.19%
				08/05/19	Pete Duty & Associates, Inc.	\$3,800.00	\$0.00	\$3,770.00	99.21%
				08/16/19	Pete Duty & Associates, Inc.	\$5,795.00	\$0.00	\$5,780.00	99.74%
				08/23/19	BRW Construction Group, LLC	\$81,460.00	\$0.00	\$81,460.00	100.00%
				09/13/19	Pete Duty & Associates, Inc.	\$5,000.00	\$0.00	\$4,995.00	99.90%
				10/09/19	BRW Construction Group, LLC	\$34,360.00	\$0.00	\$34,360.00	100.00%
				10/03/19	Pete Duty & Associates, Inc.	\$4,450.00	\$0.00	\$4,405.00	98.99%
				10/03/19	Pete Duty & Associates, Inc.	\$10,670.00	\$0.00	\$10,635.00	99.67%
				10/18/19	Pete Duty & Associates, Inc.	\$12,340.00	\$0.00	\$12,265.00	99.39%
				11/01/19	Xylem Water Solutions USA, Inc.	\$10,111.82	\$0.00	\$10,108.82	100.00%
				11/04/19	Pete Duty & Associates, Inc.	\$11,165.00	\$0.00	\$10,525.00	94.27%
				12/03/19	BRW Construction Group, LLC	\$459,249.00	\$0.00	\$225,428.19	49.09%
				12/03/19	Pete Duty & Associates, Inc.	\$10,675.00	\$0.00	\$10,560.00	98.92%
				12/03/19	Xylem Water Solutions USA, Inc.	\$3,505.00	\$0.00	\$3,505.00	100.00%
				12/05/19	Constantine Engineering Inc.	\$69,000.00	\$0.00	\$51,750.00	75.00%
				12/10/19	Xylem Water Solutions USA, Inc.	\$13,978.00	\$0.00	\$13,978.00	100.00%
				12/16/19	Pete Duty & Associates, Inc.	\$6,059.25	\$0.00	\$5,964.25	98.43%
				01/10/20	Xylem Water Solutions USA, Inc.	\$3,058.70	\$0.00	\$3,058.70	100.00%
				01/10/20	Xylem Water Solutions USA, Inc.	\$8,901.72	\$0.00	\$8,901.72	100.00%

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
<u>CIP-1806</u>	Misc WW Pump Station Replacements - FY20	Submittals approved for pumps, materials on order and contractor will be construction after remaining pump stations are complete with CIP-1824.	\$1,200,000.00	01/10/20	Tencarva Machinery Company	\$13,613.66	\$0.00	\$12,723.05	93.46%
				01/16/20	Pete Duty & Associates, Inc.	\$11,830.50	\$0.00	\$11,715.50	100.00%
				01/16/20	Pete Duty & Associates, Inc.	\$8,830.00	\$0.00	\$8,725.00	98.81%
				01/16/20	Pete Duty & Associates, Inc.	\$7,785.00	\$0.00	\$7,690.00	98.78%
				01/29/20	Pete Duty & Associates, Inc.	\$11,395.00	\$0.00	\$11,295.00	99.12%
				03/24/20	Pete Duty & Associates, Inc.	\$11,300.00	\$0.00	\$11,285.00	99.87%
				03/24/20	Pete Duty & Associates, Inc.	\$4,020.00	\$0.00	\$4,000.00	99.50%
				04/17/20	Pete Duty & Associates, Inc.	\$4,290.00	\$0.00	\$4,410.00	102.80%
				05/05/20	Pete Duty & Associates, Inc.	\$11,640.00	\$0.00	\$11,805.00	101.42%
				05/11/20	Pete Duty & Associates, Inc.	\$6,090.00	\$0.00	\$6,195.00	101.72%
				05/11/20	Pete Duty & Associates, Inc.	\$7,390.00	\$0.00	\$7,295.00	98.71%
				11/17/20	BRW Construction Group, LLC	\$316,657.00	\$0.00	\$0.00	0.00%
TOTALS						\$1,200,243.65	\$0.00	\$629,947.23	
<u>CIP-1824</u>	Misc WW Pump Station Replacements - FY19	Completed pump stations include: HD21, HD08, SH10, SS19 and SS11 will be completed by the end of January. BR05 will resume completion after work at SS11 is complete.	\$1,200,000.00	09/05/18	Pete Duty & Associates, Inc.	\$11,482.00	\$0.00	\$11,383.00	99.14%
				07/20/18	Pete Duty & Associates, Inc.	\$4,430.00	\$0.00	\$4,385.00	98.98%
				07/31/18	Hilton Head Landscapes, LLC	\$3,080.00	\$0.00	\$3,080.00	100.00%
				08/10/18	Pete Duty & Associates, Inc.	\$5,100.00	\$0.00	\$5,055.00	99.12%
				10/25/18	Pumping Systems Inc.	\$6,880.00	\$0.00	\$7,053.40	102.52%
				11/06/18	Pete Duty & Associates, Inc.	\$3,515.00	\$0.00	\$3,500.00	99.57%
				11/06/18	Pete Duty & Associates, Inc.	\$3,870.00	\$0.00	\$4,086.30	105.59%

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
CIP-1824	Misc WW Pump Station Replacements - FY19	Completed pump stations include: HD21, HD08, SH10, SS19 and SS11 will be completed by the end of January. BR05 will resume completion after work at SS11 is complete.	\$1,200,000.00	01/14/19	Pete Duty & Associates, Inc.	\$7,614.00	\$0.00	\$7,519.00	98.75%
				01/14/19	Xylem Water Solutions USA, Inc.	\$8,758.16	\$0.00	\$8,758.16	100.00%
				01/23/19	Pete Duty & Associates, Inc.	\$10,175.00	\$0.00	\$10,110.00	99.36%
				01/23/19	Pete Duty & Associates, Inc.	\$3,570.00	\$0.00	\$3,555.00	99.58%
				01/31/19	Pete Duty & Associates, Inc.	\$3,915.00	\$0.00	\$3,900.00	99.62%
				01/31/19	Pete Duty & Associates, Inc.	\$4,070.00	\$0.00	\$4,055.00	99.63%
				02/05/19	Constantine Engineering Inc.	\$60,000.00	\$3,600.00	\$52,800.00	83.02%
				02/11/19	Xylem Water Solutions USA, Inc.	\$3,058.70	\$0.00	\$3,058.70	100.00%
				02/20/19	Tencarva Machinery Company	\$8,201.00	\$0.00	\$8,681.06	105.85%
				03/13/19	Pete Duty & Associates, Inc.	\$10,574.25	\$0.00	\$10,549.25	99.76%
				03/13/19	Pete Duty & Associates, Inc.	\$3,825.00	\$0.00	\$3,780.00	98.82%
				03/13/19	Pete Duty & Associates, Inc.	\$5,000.00	\$0.00	\$4,955.00	99.10%
				03/25/19	BRW Construction Group, LLC	\$8,481.00	\$0.00	\$8,481.00	100.00%
				04/12/19	Xylem Water Solutions USA, Inc.	\$14,000.00	\$0.00	\$13,491.91	96.37%
				04/26/19	Xylem Water Solutions USA, Inc.	\$8,901.72	\$0.00	\$8,911.35	100.11%
				05/21/19	Pete Duty & Associates, Inc.	\$3,775.00	\$0.00	\$3,755.00	99.47%
				05/21/19	Pete Duty & Associates, Inc.	\$3,975.00	\$0.00	\$3,955.00	99.50%
				06/19/19	Pete Duty & Associates, Inc.	\$10,550.00	\$0.00	\$10,470.00	99.24%
				12/03/19	BRW Construction Group, LLC	\$948,197.00	\$4,968.00	\$953,165.00	100.00%
				07/01/19	BJWSA - General Journal	(\$3,080.00)	\$3,080.00	(\$3,080.00)	100.00%
					TOTALS	\$1,161,917.83	\$11,648.00	\$1,159,413.13	

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
CIP-1879	Renovation of Building E - Tech Maintenance - CWTP	All work complete, performing a final internal walk through with IT in January	\$300,000.00	07/25/19	FWA Group Architect	\$27,350.00	\$0.00	\$27,415.08	100.24%
				03/18/20	Neals Construction LLC	\$250,628.40	\$3,760.00	\$245,365.00	96.45%
				07/15/20	Rove, LLC	\$6,425.03	\$0.00	\$6,807.27	105.95%
				07/15/20	SHI International Corp	\$1,615.52	\$0.00	\$1,728.61	107.00%
				07/22/20	MyFiber Communications Solutions LLC	\$2,575.00	\$0.00	\$2,375.00	92.23%
				09/22/20	Amazon.com, Inc.	\$9,948.78	\$0.00	\$10,645.20	107.00%
				12/07/20	Lowe's Companies, Inc.	\$1,196.88	\$0.00	\$1,196.88	100.00%
TOTALS						\$299,739.61	\$3,760.00	\$295,533.04	
CIP-1894	Raw Water Canal Improvements	Construction is underway with contractor. BJWSA staff accepted Division #2 rehabilitation work on protective coating for the Aerial Flume and flume was restored to full operational status on 10/30/20. Chelsea Reservoir Inlet Structure rehabilitation is complete. Major construction activities currently underway are at canal pump-house.	\$4,530,000.00	02/21/19	Cranston Engineering Group, PC	\$336,429.00	\$0.00	\$336,078.51	99.90%
				07/29/20	L-J, Inc.	\$2,779,905.40	\$275,000.00	\$1,034,508.74	33.86%
TOTALS						\$3,116,334.40	\$275,000.00	\$1,370,587.25	
CIP-1898	Filter Rehabilitation - Chelsea WTP	Emergency repairs have been finished by BRW the week of Jan.4th. We are discussing the rehab of the remaining filters with Black and Veatch.	\$2,100,000.00	11/02/20	BRW Construction Group, LLC	\$71,793.00	\$0.00	\$0.00	0.00%
TOTALS						\$71,793.00	\$0.00	\$0.00	
CIP-1943	Aerator VFDs Installation - PRIWRF	Contractor started to mobilize to the site on 01/11/21. Coordination w/ WTP & contractor regarding installation has been resolved. Construction to begin next week.	\$252,000.00	09/17/19	Cornerstone Design Services, LLC	\$15,000.00	\$0.00	\$12,687.50	84.58%
				08/06/20	Cogburn Bros., Inc.	\$207,413.00	\$0.00	\$0.00	0.00%
TOTALS						\$222,413.00	\$0.00	\$12,687.50	

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
CIP-1990	Point South Sewer System Rehab	Bids were received on January 5th. Results to be presented to January Board Mtg. with recommendation for budget adj. and contract award.	\$500,000.00	11/01/19	AECOM Technical Services, Inc.	\$152,000.00	\$0.00	\$126,577.31	83.27%
TOTALS						\$152,000.00	\$0.00	\$126,577.31	
CIP-2182	CPWRF UV Replacement	Resolving cable issue with Wedeco manufacture. Extended LF cables are needed and domestic cables are far cheaper than German cables. Checking with Wedeco to insure no warranty issue if we proceed with domestic cables.	\$1,600,000.00	09/26/18	Hazen and Sawyer, P.C.	\$98,000.00	\$0.00	\$98,000.00	100.00%
				01/23/19	Xylem Water Solutions USA, Inc.	\$25,000.00	\$0.00	\$25,000.00	100.00%
				07/25/19	BRW Construction Group, LLC	\$1,450,211.00	\$80,167.00	\$1,302,020.40	85.08%
TOTALS						\$1,573,211.00	\$80,167.00	\$1,425,020.40	
CIP-2185	Galvanized Water Line Replacement Program Phase I and II	PHASE II: Division I: Final plans received from Engineer on 1/8/21. BJWSA staff currently reviewing plans. Hope to Bid project in early February. Division II & III: Project (Div II & III) was awarded to Potter Construction. Potter to start work in Pigeon Pt area with Emmons Street first. BJWSA working out remaining DOT comments for permit issuance for the rest of project locations.	\$7,500,000.00	08/02/18	Lowcountry Engineering Consultants, LLC	\$233,020.00	\$158,915.00	\$307,772.00	78.53%
				11/06/18	Malphrus Utilities, LLC	\$359,723.00	\$0.00	\$290,443.00	80.74%
				03/25/19	Potter Construction, LLC	\$785,582.81	\$103,081.69	\$888,664.50	100.00%
				01/17/19	BJWSA - General Journal	\$71,495.44	\$0.00	\$71,495.44	100.00%
				04/11/19	Malphrus Utilities, LLC	\$936,700.00	\$171,645.90	\$1,026,882.45	92.65%
				05/09/19	CBG, Inc	\$889,863.00	\$39,277.00	\$929,140.00	100.00%
				01/16/20	Thomas & Hutton Engineering Company	\$78,606.00	\$0.00	\$55,500.00	70.61%
					Potter Construction, LLC	\$882,492.00	\$0.00	\$0.00	0.00%

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
CIP-2185	Galvanized Water Line Replacement Program Phase I and II	PHASE II: Division I: Final plans received from Engineer on 1/8/21. BJWSA staff currently reviewing plans. Hope to Bid project in early February. Division II & III: Project (Div II & III) was awarded to Potter Construction. Potter to start work in Pigeon Pt area with Emmons Street first. BJWSA working out remaining DOT comments for permit issuance for the rest of project locations.	\$7,500,000.00		Potter Construction, LLC	\$597,516.00	\$0.00	\$0.00	0.00%
				12/14/20	Fortiline, Inc. fna MSC Waterworks	\$85,074.50	\$0.00	\$0.00	0.00%
TOTALS						\$4,920,072.75	\$472,919.59	\$3,569,897.39	
CIP-2186	SCADA Plant Segmentation	FY21 purchases currently in-flight.	\$500,000.00	08/27/18	CDW Government	\$6,425.00	\$0.00	\$6,810.50	106.00%
				09/13/18	Solarwinds, Inc.	\$3,700.15	\$0.00	\$3,700.00	100.00%
				01/09/19	Dell Marketing LP	\$3,644.15	\$0.00	\$3,538.89	97.11%
				01/09/19	Dell Marketing LP	\$51,588.46	\$0.00	\$51,588.46	100.00%
				01/28/19	Rove, LLC	\$8,421.07	\$0.00	\$9,178.94	109.00%
				01/22/19	CDW Government	\$11,946.20	\$0.00	\$11,946.20	100.00%
				02/18/19	CDW Government	\$2,949.83	\$0.00	\$2,868.63	97.25%
				02/18/19	CDW Government	\$2,740.95	\$0.00	\$2,633.04	96.06%
				02/22/19	CDW Government	\$3,145.74	\$0.00	\$2,327.76	74.00%
				02/28/19	CDW Government	\$1,918.00	\$0.00	\$2,033.08	106.00%
				03/14/19	Rove, LLC	\$704.76	\$0.00	\$768.20	109.00%
				03/25/19	CDW Government	\$367.29	\$0.00	\$367.29	100.00%
				03/14/19	CDW Government	\$3,863.70	\$0.00	\$3,863.70	100.00%
				04/01/19	Insource Software Solutions, Inc.	\$21,974.00	\$0.00	\$23,292.44	106.00%
				09/27/19	Rove, LLC	\$7,337.00	\$0.00	\$7,428.92	101.25%
				09/27/19	CDW Government	\$7,880.40	\$0.00	\$7,783.80	98.77%
				09/27/19	CDW Government	\$2,690.28	\$0.00	\$1,958.88	97.93%
				09/27/19	Dell Marketing LP	\$3,357.01	\$0.00	\$3,357.01	100.00%
				09/27/19	Dell Marketing LP	\$47,512.60	\$0.00	\$47,512.60	100.00%
				10/31/19	Rove, LLC	\$348.29	\$0.00	\$348.29	100.00%

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
CIP-2186	SCADA Plant Segmentation	FY21 purchases currently in-flight.	\$500,000.00	01/10/20	Insource Software Solutions, Inc.	\$14,990.00	\$0.00	\$14,990.00	100.00%
				01/10/20	SHI International Corp	\$42,862.68	\$0.00	\$42,862.68	100.00%
				07/28/20	Dell Marketing LP	\$101,840.31	\$0.00	\$101,840.31	100.00%
				07/29/20	Dell Marketing LP	\$1,632.36	\$0.00	\$1,632.36	100.00%
				08/12/20	SHI International Corp	\$4,316.64	\$0.00	\$4,316.64	100.00%
				08/13/20	CDW Government	\$24,843.60	\$0.00	\$24,843.60	100.00%
				08/12/20	CDW Government	\$5,275.09	\$0.00	\$3,812.30	72.27%
				08/20/20	Rove, LLC	\$18,521.96	\$0.00	\$19,717.94	106.46%
				08/31/20	BJWSA - General Journal	\$566.76	\$0.00	\$566.76	100.00%
				11/20/20	CDW Government	\$449.83	\$0.00	\$449.83	100.00%
				12/08/20	SHI International Corp	\$3,108.72	\$0.00	\$3,108.72	100.00%
				12/02/20	M R Systems, Inc	\$16,347.50	\$0.00	\$2,124.00	12.99%
					Amazon.com, Inc.	\$0.00	\$0.00	\$0.00	0.00%
TOTALS						\$427,270.33	\$0.00	\$413,571.77	
CIP-2190	Dale Waterline Extensions	Hunt Terrace portion of work is complete. Mt Pisgah portion of work is waiting easement issues to be resolved in court prior to proceeding with construction work.	\$150,000.00	09/05/18	American Engineering Consultants, Inc.	\$15,399.00	\$8,849.00	\$24,693.47	101.84%
				04/12/19	Bundy Appraisal & Management, Inc	\$700.00	\$0.00	\$700.00	100.00%
				11/04/19	CBG, Inc	\$74,974.00	\$2,235.00	\$77,209.00	100.00%
TOTALS						\$91,073.00	\$11,084.00	\$102,602.47	
CIP-2198	Mossy Oaks Utility Relocations	City of Beaufort project is currently underway with major construction activities occurring within Basin #1 & #2. BJWSA staff worked with City staff and all known/identified utility conflicts have been resolved.	\$375,000.00		City of Beaufort	\$0.00	\$0.00	\$0.00	0.00%
					Potter Construction, LLC	\$1,700.00	\$0.00	\$0.00	0.00%
TOTALS						\$1,700.00	\$0.00	\$0.00	
CIP-2264	Miscellaneous WW Pump Replacements FY21	POs to date for the following: CP32, CP59, CP22, SS21, P52, CP100, SH31, RH07, PS02, CP17	\$150,000.00	08/25/20	Pete Duty & Associates, Inc.	\$6,770.00	\$0.00	\$6,690.00	98.82%
				08/25/20	Xylem Water Solutions USA, Inc.	\$8,998.44	\$0.00	\$8,998.44	100.00%

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
<u>CIP-2264</u>	Miscellaneous WW Pump Replacements FY21	POs to date for the following: CP32, CP59, CP22, SS21, P52, CP100, SH31, RH07, PS02 , CP17	\$150,000.00	08/25/20	Pete Duty & Associates, Inc.	\$12,140.00	\$0.00	\$12,025.00	99.05%
				09/10/20	Pete Duty & Associates, Inc.	\$5,525.00	\$0.00	\$5,640.00	102.08%
				09/30/20	Pete Duty & Associates, Inc.	\$3,350.00	\$0.00	\$3,465.00	103.43%
				09/30/20	Pete Duty & Associates, Inc.	\$6,253.83	\$0.00	\$6,123.83	97.92%
				09/30/20	Pete Duty & Associates, Inc.	\$5,250.00	\$0.00	\$5,365.00	102.19%
				09/30/20	Pete Duty & Associates, Inc.	\$10,935.33	\$0.00	\$11,070.33	101.23%
				10/16/20	Pete Duty & Associates, Inc.	\$10,500.00	\$0.00	\$10,635.00	101.29%
				11/20/20	Pete Duty & Associates, Inc.	\$12,140.00	\$0.00	\$12,305.00	101.36%
TOTALS						\$81,862.60	\$0.00	\$82,317.60	
<u>CIP-2279</u>	SOB Operations Center Generator Receptacle	One punchlist item remaining, rotation needs to be checked on receptacle and generator connection. then project will be completed and can be closed out.	\$40,000.00	08/06/20	J.A.M Electric	\$29,900.00	\$8,650.00	\$38,550.00	100.00%
TOTALS						\$29,900.00	\$8,650.00	\$38,550.00	
Projects in Design Phase									
<u>CIP-1871</u>	Midtown Sewer Improvements	Project comments provided to design engineer on 11/12. Will bid project for construction in December.	\$250,000.00	02/06/20	Lowcountry Engineering Consultants, LLC	\$18,687.50	\$0.00	\$9,343.75	50.00%
TOTALS						\$18,687.50	\$0.00	\$9,343.75	
<u>CIP-1927</u>	Bluffton Parkway Water Main Part 1	First Pay application has been submitted. We continue to have regular progress meetings with the DB team. We have been researching possible locations for the new elevated storage tank along the route of the 36" line	\$12,200,000.00	12/26/19	Black and Veatch	\$67,500.00	\$196,200.00	\$103,869.88	39.39%
				12/04/20	Ruby-Collins, Inc.	\$1,417,379.00	\$0.00	\$0.00	0.00%
TOTALS						\$1,484,879.00	\$196,200.00	\$103,869.88	

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
<u>CIP-1970</u>	CP19 and CP67 Upgrades	We received 90% plans for this project on Jan.8th. We will be reviewing them and providing feedback to Black and Veatch. Regular meetings keep us moving forward.	\$9,000,000.00	11/04/19	Black and Veatch	\$397,540.00	\$132,190.00	\$328,231.95	61.96%
TOTALS						\$397,540.00	\$132,190.00	\$328,231.95	
<u>CIP-2195</u>	Hardeeville Commerce Park Water and Sewer EDA Grant	Plans resubmitted for review and comments were sent back to the engineer	\$1,200,000.00		Alliance Consulting Engineers, Inc.	\$0.00	\$0.00	\$0.00	0.00%
TOTALS						\$0.00	\$0.00	\$0.00	
<u>CIP-2208</u>	Risk and Resilience Assessments	ICP training in February, then complete.	\$100,000.00	09/13/19	AECOM Technical Services, Inc.	\$98,500.00	\$0.00	\$96,201.25	97.67%
TOTALS						\$98,500.00	\$0.00	\$96,201.25	
<u>CIP-2224</u>	North Street Transmission Main	See CIP 1927	\$3,000,000.00	01/16/20	Black and Veatch	\$99,015.00	\$0.00	\$92,100.00	93.02%
					Ruby-Collins, Inc.	\$0.00	\$0.00	\$0.00	0.00%
TOTALS						\$99,015.00	\$0.00	\$92,100.00	
<u>CIP-2270</u>	Chelsea Raw Water Mixer	Hazen and Sawyer is finishing the necessary modeling to determine the proper mixer is purchased and installed.	\$75,000.00	12/04/20	Hazen and Sawyer, P.C.	\$15,000.00	\$0.00	\$0.00	0.00%
TOTALS						\$15,000.00	\$0.00	\$0.00	
Projects in Pending Close out Phase									
<u>CIP-1475</u>	SOB Operations Center	Air quality monitoring complete	\$2,500,000.00	09/15/15	Montgomery Architecture & Planning, Inc	\$79,000.00	\$21,182.13	\$107,337.55	107.14%
				06/28/17	Beaufort County	\$680.00	\$0.00	\$680.00	100.00%
				08/09/17	Beaufort Construction, Inc.	\$2,095,005.00	\$10,892.97	\$2,105,897.97	100.00%
				08/22/17	ECS Southeast, LLP	\$6,331.00	\$0.00	\$6,052.55	100.00%
				08/31/17	Montgomery Architecture & Planning, Inc	\$4,503.72	\$0.00	\$4,503.72	100.00%
				06/06/18	Johnson Controls - Fire Protection LP	\$26,968.20	\$0.00	\$27,371.60	101.50%
				06/22/18	Advanced Integrated Controls	\$15,936.08	\$0.00	\$16,029.60	100.59%
				07/10/18	Palmetto Security Systems LLC	\$16,592.64	\$10,685.67	\$26,049.06	95.49%
				06/26/18	Lorick Office Products Co. Inc.	\$35,886.30	\$0.00	\$35,886.30	100.00%
				09/20/18	BJWSA - General Journal	(\$47,086.66)	\$47,086.66	(\$47,086.66)	100.00%
				10/18/18	CDW Government	\$2,173.00	\$0.00	\$2,368.57	109.00%

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
CIP-1475	SOB Operations Center	Air quality monitoring complete	\$2,500,000.00	10/18/18	Rove, LLC	\$13,727.49	\$0.00	\$14,510.90	105.71%
				10/18/18	Quarry Utility Systems LLC	\$28,679.05	\$4,500.00	\$33,179.05	100.00%
				12/03/18	Northern Safety Co., Inc.	\$2,225.34	\$0.00	\$2,529.11	113.65%
				12/03/18	Lorick Office Products Co. Inc.	\$2,733.74	\$0.00	\$2,733.74	100.00%
				12/17/18	Palmetto Security Systems LLC	\$9,443.64	\$0.00	\$9,759.42	103.34%
				12/18/18	Kronos Incorporated	\$3,644.28	\$0.00	\$3,116.26	85.51%
				12/27/18	CDW Government	\$533.18	\$0.00	\$533.18	100.00%
				01/03/19	Rove, LLC	\$6,986.14	\$0.00	\$7,614.89	109.00%
				12/31/18	Advanced Door Systems, Inc.	\$495.00	\$0.00	\$495.00	100.00%
				01/22/19	Lowcountry Window Tinting, LLC	\$2,265.48	\$0.00	\$2,265.48	100.00%
				01/18/19	Vertical Living Systems	\$4,410.00	\$0.00	\$4,410.00	100.00%
				01/25/19	A3 Communications	\$753.44	\$0.00	\$0.00	0.00%
				01/29/19	Lorick Office Products Co. Inc.	\$2,819.60	\$0.00	\$2,819.60	100.00%
				02/05/19	Lorick Office Products Co. Inc.	\$7,165.40	\$0.00	\$7,165.40	100.00%
				03/21/19	Beaufort Construction, Inc.	\$1,078.55	\$0.00	\$1,078.55	100.00%
				03/21/19	Kronos Incorporated	\$900.00	\$0.00	\$900.00	100.00%
				06/11/19	CDW Government	\$41,482.00	\$0.00	\$43,308.25	107.00%
				05/31/19	Regent Sand & Gravel	\$7,734.40	\$0.00	\$7,734.40	100.00%
				09/30/19	Elkin Engineering and Diagnostics, LLC	\$3,500.00	\$3,975.00	\$7,475.00	100.00%
				01/16/20	RKD Ventures, LLC	\$11,600.00	\$2,400.00	\$16,000.00	114.29%
				02/26/20	Beaufort Construction, Inc.	\$850.00	\$0.00	\$850.00	100.00%
				03/04/20	JZ Asbestos Removal LLC	\$14,670.00	\$5,200.00	\$19,870.00	100.00%
				01/31/20	Elkin Engineering and Diagnostics, LLC	\$1,300.00	\$0.00	\$1,300.00	100.00%
				03/31/20	Servpro of Beaufort County	\$7,391.66	\$0.00	\$7,391.66	100.00%
					SHI International Corp	\$0.00	\$0.00	\$0.00	0.00%
TOTALS						\$2,412,377.67	\$105,922.43	\$2,482,130.15	
CIP-1566	Sams Point Distribution Lines	Work is complete. Pending sign off from DOT	\$600,000.00	02/26/16	Lowcountry Engineering Consultants, LLC	\$17,850.00	\$0.00	\$17,850.00	100.00%
				11/01/16	Malphrus Utilities, LLC	\$446,364.00	\$31,804.04	\$478,168.04	100.00%
				05/05/17	BJWSA - General Journal	\$2,433.77	\$0.00	\$2,433.77	100.00%
				11/30/17	Whitaker Laboratory, Inc.	\$250.00	\$0.00	\$250.00	100.00%

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete	
						TOTALS	\$466,897.77	\$31,804.04	\$498,701.81	
CIP-1734	SCADA Replacements-Enhancements FY20	Ready to close	\$225,000.00	09/13/19	Insource Software Solutions, Inc.	\$24,936.00	\$0.00	\$24,936.00	100.00%	
				10/03/19	M R Systems, Inc	\$162,381.00	\$0.00	\$162,381.01	100.00%	
				10/03/19	Clearwater, Inc.	\$18,906.80	\$0.00	\$20,230.28	107.00%	
						TOTALS	\$206,223.80	\$0.00	\$207,547.29	
CIP-1739	Rehab SS08 Collection System	Punch list items have been completed. Pending close out documents.	\$1,500,000.00	09/15/15	Frazier Engineering, P.A.	\$55,000.00	\$0.00	\$51,861.42	94.29%	
				07/26/16	Layne (Reynolds) Inliner, LLC	\$1,434,345.00	\$0.00	\$1,347,103.71	93.92%	
						TOTALS	\$1,489,345.00	\$0.00	\$1,398,965.13	
CIP-1779	Miscellaneous WW Projects - FY20	No new projects to add at this time. FY20 Project, can be closed out.	\$150,000.00	08/23/19	Malphrus Utilities, LLC	\$9,625.00	\$0.00	\$9,625.00	100.00%	
				03/04/20	Malphrus Utilities, LLC	\$70,070.00	\$36,962.50	\$107,032.50	100.00%	
						TOTALS	\$79,695.00	\$36,962.50	\$116,657.50	
CIP-1790	Miscellaneous Waterline Projects FY20	No new projects at this time. FY20 project, can be closed out.	\$150,000.00	07/05/19	Potter Construction, LLC	\$15,076.37	\$0.00	\$15,076.37	100.00%	
				07/12/19	BRW Construction Group, LLC	\$46,721.00	\$0.00	\$46,721.00	100.00%	
				09/18/19	Cleland Site Prep, Inc.	\$24,029.09	\$0.00	\$24,029.09	100.00%	
				09/27/19	Carroll Enterprises, LLC	\$20,410.00	\$0.00	\$20,410.00	100.00%	
				09/27/19	Potter Construction, LLC	\$7,975.00	\$0.00	\$7,975.00	100.00%	
				06/24/20	Potter Construction, LLC	\$29,909.00	\$0.00	\$23,326.00	100.00%	
						TOTALS	\$144,120.46	\$0.00	\$137,537.46	
CIP-1861	Bonaire Estates Sewer Extension CDBG	Project is complete and in process of closing out.	\$3,629,732.00	09/13/16	Lowcountry Engineering Consultants, LLC	\$79,410.00	\$0.00	\$79,410.00	100.00%	
				08/30/18	BJWSA - General Journal	\$2,209.24	\$0.00	\$2,209.24	100.00%	
				09/19/18	Beaufort County Treasurer	\$6,720.00	\$0.00	\$6,720.00	100.00%	
				02/05/19	Jordan Construction of Hilton Head Island	\$3,197,973.00	\$6,757.66	\$3,204,730.66	100.00%	
						TOTALS	\$3,286,312.24	\$6,757.66	\$3,293,069.90	
CIP-1869	SHWWTP Auxiliary Generator with ATS and New Switch Gear	Project is complete and in process of closing out.	\$500,000.00	07/25/19	Chatham Engineering Company, LLC	\$11,000.00	\$8,700.00	\$19,700.00	100.00%	
				02/06/20	Cogburn Bros., Inc.	\$414,965.00	\$4,048.00	\$419,013.00	100.00%	
						TOTALS	\$425,965.00	\$12,748.00	\$438,713.00	

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
<u>CIP-1886</u>	Well Flow Meters	Project is complete	\$65,000.00	02/09/18	Consolidated Pipe and Supply Company, Inc.	\$12,300.00	\$0.00	\$13,038.00	106.00%
				07/12/18	BRW Construction Group, LLC	\$6,310.00	\$0.00	\$6,310.00	100.00%
				01/28/19	BRW Construction Group, LLC	\$2,877.00	\$0.00	\$2,877.00	100.00%
				03/20/19	Consolidated Pipe and Supply Company, Inc.	\$5,465.56	\$0.00	\$5,108.00	100.00%
				06/07/19	BRW Construction Group, LLC	\$5,371.00	\$0.00	\$5,371.00	100.00%
				06/05/20	Consolidated Pipe and Supply Company, Inc.	\$23,914.50	\$0.00	\$23,914.50	100.00%
				08/04/20	BRW Construction Group, LLC	\$16,060.00	\$0.00	\$16,060.00	100.00%
TOTALS						\$72,298.06	\$0.00	\$72,678.50	
<u>CIP-1947</u>	Laurel Bay WRF - Sodium Bisulfide Feed System Installation	Project is complete and can be closed out.	\$50,000.00	04/07/20	Heyward Services, Inc	\$15,810.00	\$0.00	\$14,535.00	100.00%
				04/22/20	USA Bluebook	\$3,100.25	\$0.00	\$801.60	25.86%
				06/18/20	SC DHEC	\$400.00	\$0.00	\$400.00	100.00%
				11/12/20	USA Bluebook	\$2,905.05	\$0.00	\$3,237.53	111.44%
TOTALS						\$22,215.30	\$0.00	\$18,974.13	
<u>CIP-2188</u>	Wastewater Optimization Study	ready to close out.	\$200,000.00	04/11/19	Hydomantis Environmental Software Solutions, Inc.	\$31,440.00	\$31,440.00	\$62,880.00	100.00%
				08/31/19	Hazen and Sawyer, P.C.	\$111,800.00	\$0.00	\$111,800.00	100.00%
TOTALS						\$143,240.00	\$31,440.00	\$174,680.00	
<u>CIP-2196</u>	Cherry Point EQ Tank Replacement	Tank is online and operating well. Project in process of closeout.	\$3,800,000.00	09/11/18	Terracon Consultants, Inc.	\$4,000.00	\$0.00	\$4,000.00	100.00%
				09/26/18	Black and Veatch	\$91,750.00	\$189,010.00	\$280,749.72	100.00%
				04/25/19	M.B. Kahn	\$3,041,800.00	\$0.00	\$3,031,571.78	100.00%
				05/15/19	Terracon Consultants, Inc.	\$9,463.00	\$0.00	\$11,264.94	119.04%
				06/07/19	AECOM Technical Services, Inc.	\$17,600.00	\$1,600.00	\$19,200.00	100.00%
				08/16/19	BRW Construction Group, LLC	\$80,012.00	\$0.00	\$80,012.00	100.00%
				08/16/19	BJWSA - General Journal	\$1,013.83	\$0.00	\$1,013.83	100.00%
				04/30/20	Terracon Consultants, Inc.	\$1,855.88	\$0.00	\$1,855.88	100.00%
TOTALS						\$3,247,494.71	\$190,610.00	\$3,429,668.15	
<u>CIP-2201</u>	Beacon Meter Retrofit FY20	July Installations 666 (money was left on this CIP) YTD - 14,807 Total Installs 56,164 as of Sept 9, 2020	\$2,964,548.12	07/16/19	Coastal Employment	\$16,947.73	\$0.00	\$16,947.73	100.00%

Project Number	Project Name	Project Manager Comments	Total Budget	Start Date	Vendor/Contractor	PO Amount	Change Order Amount	Invoiced Amount	Percent Complete
<u>CIP-2201</u>	Beacon Meter Retrofit FY20	July Installations 666 (money was left on this CIP) YTD - 14,807 Total Installs 56,164 as of Sept 9, 2020	\$2,964,548.12	07/30/19	Outsource Services, Inc.	\$285,000.00	\$0.00	\$283,922.00	100.00%
				08/16/19	Consolidated Pipe and Supply Company, Inc.	\$34,593.10	\$0.00	\$34,593.10	100.00%
				08/19/19	Badger Meter, Inc.	\$2,395,462.50	\$0.00	\$2,395,462.50	100.00%
				08/16/19	M R Systems, Inc	\$5,187.20	\$0.00	\$5,046.40	97.29%
				02/06/20	BRW Construction Group, LLC	\$61,394.00	\$0.00	\$61,394.00	100.00%
				01/31/20	Badger Meter, Inc.	\$1,242.36	\$0.00	\$1,242.36	100.00%
				09/30/20	BJWSA - General Journal	(\$15,984.00)	\$15,984.00	(\$15,984.00)	100.00%
TOTALS						\$2,783,842.89	\$15,984.00	\$2,782,624.09	
<u>CIP-2221</u>	NOB Ops Center Electrical Rehab	Project is complete and in process of closing out.	\$350,000.00	07/25/19	Chatham Engineering Company, LLC	\$11,850.00	\$0.00	\$11,150.00	94.09%
				04/20/20	L & L Contractors, Inc.	\$188,143.04	\$976.26	\$161,692.12	85.50%
				08/20/20	SCE&G aka Dominion Energy	\$2,500.00	\$0.00	\$2,500.00	100.00%
TOTALS						\$202,493.04	\$976.26	\$175,342.12	
<u>CIP-2282</u>	Causeway Bypass Valves	Need final billing from contractor then can begin to close project out.	\$150,000.00	06/30/20	JP Utilities LLC	\$69,149.89	\$5,549.50	\$70,142.91	93.90%
				08/31/20	Signs Now	\$0.00	\$0.00	\$0.00	0.00%
TOTALS						\$69,149.89	\$5,549.50	\$70,142.91	



Financial Report

December 31, 2020

Financial Highlights

- Per GASB 63, assets plus deferred outflows of resources less liabilities and deferred inflows of resources equal net position. Total assets at the end of the period were **\$576.3** million and total deferred outflows of resources were **\$7.5** million. Total liabilities were **\$225.7** million and total deferred inflows of resources were **\$1.8** million. Total net position at the end of the period was **\$356.3** million.
- Liquidity (current assets over current liabilities, excluding restricted items) has increased from 4.42 for fiscal year 2020 to **6.86 this fiscal year to date**. The Authority's target liquidity is 2.2 and higher.
- Operating Cash (Gross Revenue + Operations/Maintenance) totals **\$32.1** million, which is above our Policy minimum of 4 months operating cash or **\$17.2** million. In addition to operating cash, the Authority's cash designated for R&R and capital projects totals **\$31.7** million year to date.
- Days Cash on Hand (total unrestricted cash over operating expenses less depreciation, expressed in days) is **723 days** year-to-date as compared to 493 days for the prior fiscal year. The national median for Aa rated water and sewer utilities is around 490 days.
- The Equity to Long-term Debt ratio, net position over long-term debt, is **2.17** year-to-date compared to 2.03 for the prior fiscal year. The Authority's benchmark is between 2.1 and 3.1.
- The operating ratio, total-operating revenues to operating expenses less depreciation, is **2.11**, as compared to 1.79, 1.86, and 1.80 for the last three fiscal years ending June 30, 2020, 2019 and 2018, respectively. The Authority strives for an operating ratio of 1.2 and higher.
- At the end of the period, debt service coverage, including capital contribution fees, was **3.53**, exceeding the 1.20 required by the Bond covenant. Debt service coverage, excluding capital contribution fees, was **2.41**, which exceeds the 1.25 established by Board policy.

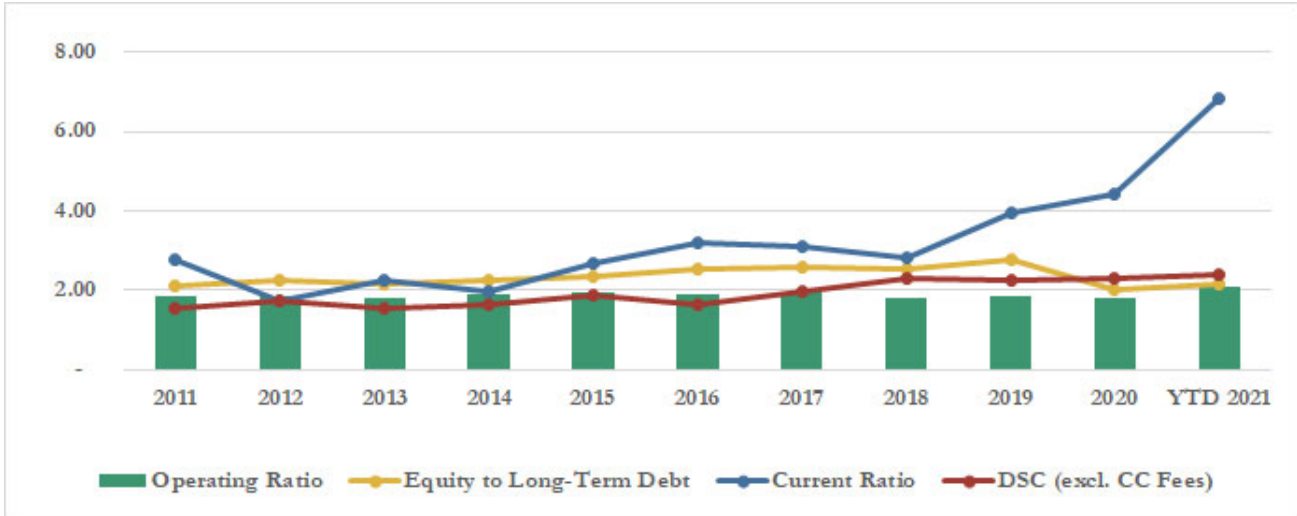
Schedule of Net Earnings for Debt Service and Debt Coverage Year-to-date December 31,

	FY 2021	FY 2020
Operating income (loss) year to date	\$ 2,960,354	\$ 4,207,157
Adjustments to derive net earnings:		
Depreciation expense	15,039,669	14,460,653
Contributed capital - cash	8,615,719	9,442,582
Interest income, excluding bond interest income	457,102	540,831
Net earnings per bond resolution	\$ 27,072,844	\$ 28,651,223
Total approximate debt service paid year to date	\$ 7,664,570	\$ 6,565,964
Debt coverage	3.53	4.36
Without capacity fees	2.41	2.93

Note: The end of the fiscal year information is based upon audited, final figures. Year-to-date information is based upon information available at the time of the interim financial report preparation and is subject to change.

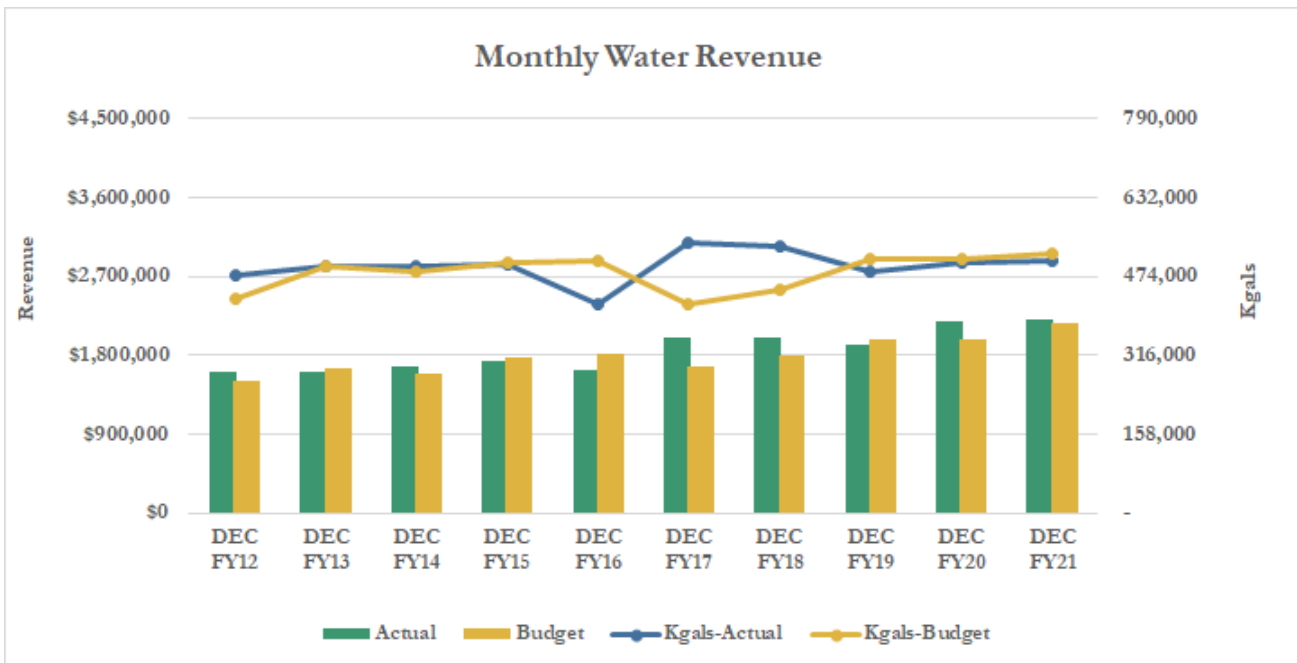
Ratio Analysis

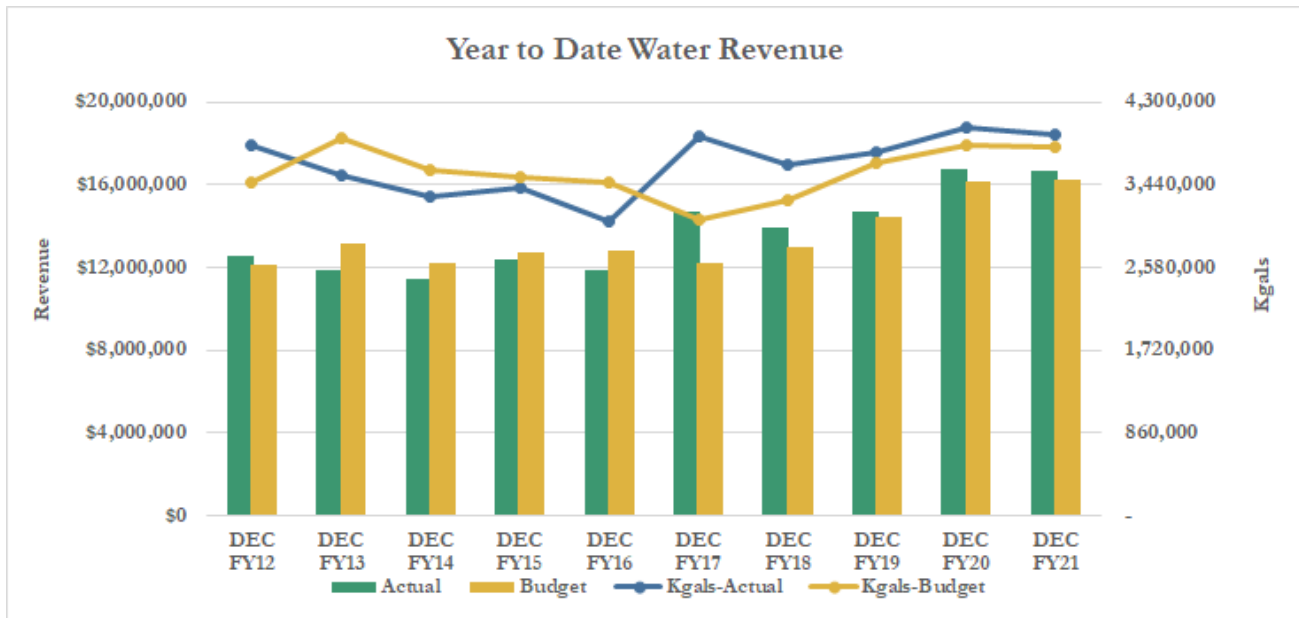
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	YTD 2021
Equity to Long-Term Debt	2.09	2.23	2.17	2.26	2.32	2.55	2.58	2.52	2.79	2.03	2.17
Operating Ratio	1.83	1.85	1.79	1.91	1.93	1.90	1.94	1.80	1.86	1.79	2.11
Current Ratio	2.79	1.75	2.25	1.98	2.69	3.19	3.11	2.80	3.96	4.42	6.86
DSC (excl. CC Fees)	1.56	1.74	1.56	1.65	1.89	1.64	1.96	2.31	2.26	2.28	2.41



Operating Revenues

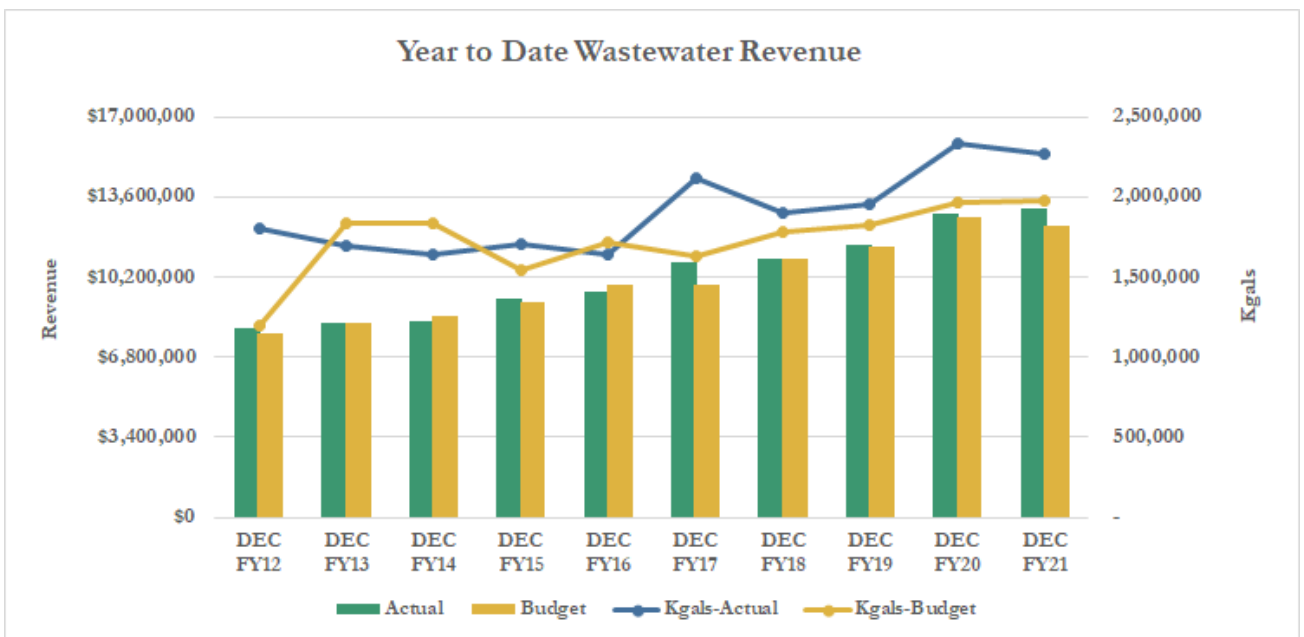
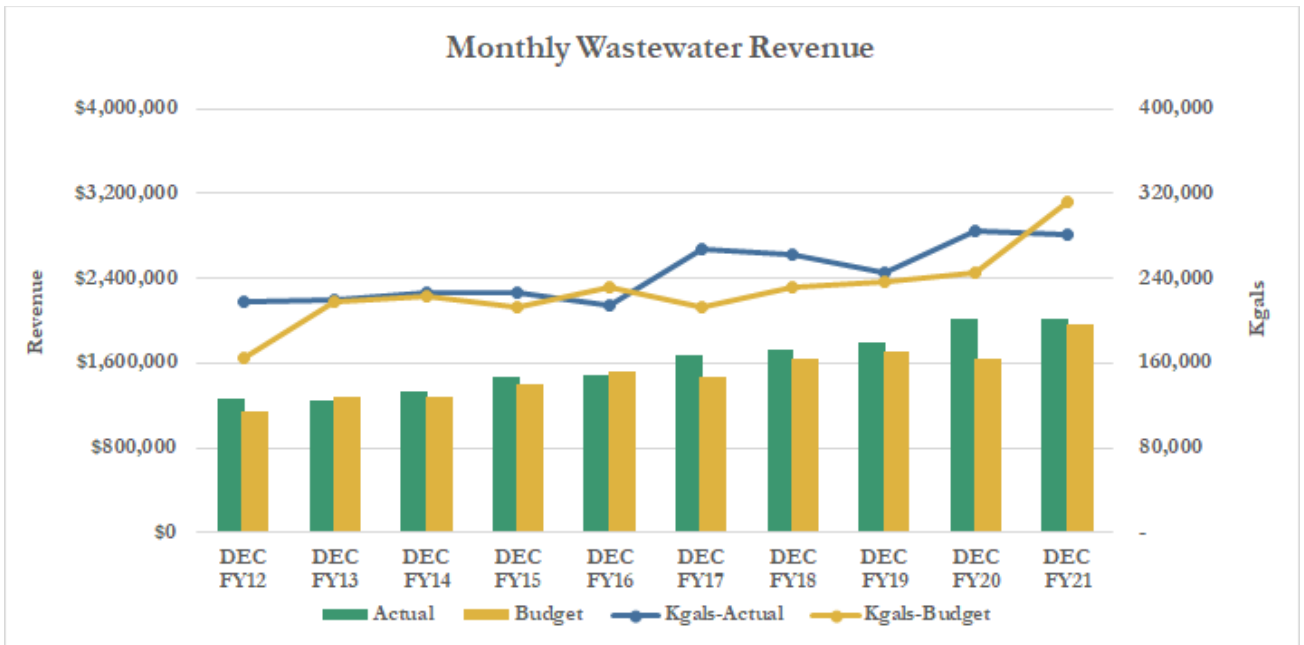
- Total operating revenues, *including* other ancillary charges, are approximately \$1.8 million, or 5.6%, over projections year-to-date.





Water Operating Revenues

- Year-to-date total water operating revenue, *including* ancillary fees, is 5% or \$991 thousand over budget primarily due to residential retail water sales, tap fees, and reconnect fees.
- Water tap fees are \$216 thousand or 33% over projection year to date and \$186 thousand or 27% over prior year to date fees.
- Year-to-date wholesale water revenue is below projection by 2% due mainly to Hilton Head PSD and MCAS. Civilian wholesale revenues are \$21 thousand or 2% above budget and military wholesale revenues are \$50 thousand or 8% below budget.
- Residential water sales are over budget by 5% or \$527 thousand and residential irrigation is over budget by 0.1% or \$1 thousand.
- Special commercial sales to SCE&G (i.e., raw water, return water, and reverse osmosis) are over budget by \$10 thousand or 5% year-to-date.
- Commercial water sales are over budget by 0.2% or \$4 thousand and commercial irrigation is under budget by 8% or \$78 thousand.



Wastewater Operating Revenues

- Wastewater operating revenues year-to-date are 6% or \$831 thousand over projections due to residential sewer revenue.
- Commercial sewer revenue is under budget by 2% or \$57 thousand year-to-date.
- Residential sewer is over budget by 9% or \$812 thousand year-to-date.
- Reclaimed water sales are over projections by 15% or \$5 thousand year-to-date.

Operating Expenses

- Total year-to-date operating expenses, excluding depreciation, are under budget \$742 thousand or 4% at the time of this report.
- Unfavorable variances to budget exist for the following areas:
 - Source of supply-ops overage of \$57 thousand is due to changes in salary allocations in field operations.
 - Franchise fees overage of \$44 thousand for water and \$33 for sewer is due to usage being higher than anticipated.
 - Information technology overage of \$83 thousand for water and \$56 thousand for sewer is due to timing on equipment purchases.
 - General and administrative overage of \$40 thousand for water and \$11 thousand for sewer is due to additional cleaning services related to COVID-19 and a contribution to the Savannah River Clean Water Fund for the Meyer Lake tract.
 - Wastewater treatment-maintenance overage of \$72 thousand is related to aeration basin cleaning at PRIWRF and pumps maintenance.
 - Wastewater disposal-maintenance overage of \$7 thousand is due to boardwalk repairs in the Great Swamp.
 - Sludge management-maintenance overage of \$14 thousand is related to a BFP control panel upgrade at PRIWRF.
- Including depreciation, total operating expenses are under budget by \$684 thousand or 2%.

Capital Contributions

- Capacity fees as of December total \$8.6 million compared to the annual capacity fee budget of \$4.5 million. Capacity fees received this month totaled \$6.6 million.
- Developer contributions of systems as of December total \$4.6 million compared to the annual budget of \$4 million. Contributions of systems received this month totaled \$353 thousand.

Budgetary Analysis - Operating Expense Analysis by Function
Fiscal Year-to-Date through December 31,
(With comparative amounts for the same period in prior fiscal year)

	FY2021		FY2020		Variance of FY 2021 Actual Data To			
	Actual	Budget	Actual	Budget	2020 Actual		2020 Actual	
					Dollars	%	Dollars	%
Favorable (Unfavorable)								
Operating expenses								
Water operating expenses:								
Source of supply - OPS	\$ 311,676	\$ 254,500	\$ 193,484	\$ (57,176)	-22.5%	\$ (118,192)	-61.1%	
Source of supply - Maintenance	121,888	128,700	172,075	6,812	5.3%	50,187	29.2%	
Water treatment - OPS	2,107,583	2,217,800	2,017,172	110,217	5.0%	(90,411)	-4.5%	
Water treatment - Maintenance	438,563	446,600	399,221	8,037	1.8%	(39,342)	-9.9%	
Transmission and distribution - OPS	1,764,401	1,881,600	1,775,022	117,199	6.2%	10,621	0.6%	
Transmission and distribution - Maintenance	311,150	327,500	405,507	16,350	5.0%	94,357	23.3%	
Laboratory and testing	186,420	203,500	198,449	17,080	8.4%	12,029	6.1%	
Franchise fee	509,116	465,600	481,713	(43,516)	-9.3%	(27,403)	-5.7%	
Engineering & construction services	238,214	243,900	158,961	5,686	2.3%	(79,253)	-49.9%	
Customer service and billing	959,348	1,091,500	947,151	132,152	12.1%	(12,197)	-1.3%	
Financial Services	730,349	783,800	655,156	53,451	6.8%	(75,193)	-11.5%	
Information Technology	534,535	451,600	439,259	(82,935)	-18.4%	(95,276)	-21.7%	
Asset Management	85,613	199,600	58,897	113,987	57.1%	(26,716)	-45.4%	
General and administrative	1,069,410	1,029,600	1,179,458	(39,810)	-3.9%	110,048	9.3%	
	9,368,266	9,725,800	9,081,525	357,534	3.7%	(286,741)	-3.2%	
Wastewater operating expenses:								
Collection & transmission - OPS	1,723,049	1,943,400	2,097,294	220,351	11.3%	374,245	17.8%	
Collection & transmission - Maintenance	307,441	308,100	297,585	659	0.2%	(9,856)	-3.3%	
Wastewater treatment - OPS	1,119,177	1,163,400	1,165,574	44,223	3.8%	46,397	4.0%	
Wastewater treatment - Maintenance	468,092	396,100	405,751	(71,992)	-18.2%	(62,341)	-15.4%	
Wastewater disposal - OPS	68,478	120,600	55,534	52,122	43.2%	(12,944)	-23.3%	
Wastewater disposal - Maintenance	23,882	16,800	11,307	(7,082)	-42.2%	(12,575)	-111.2%	
Sludge management - OPS	165,142	203,900	173,205	38,758	19.0%	8,063	4.7%	
Sludge management - Maintenance	29,259	15,600	10,014	(13,659)	-87.6%	(19,245)	-192.2%	
Laboratory and testing	153,180	168,800	153,833	15,620	9.3%	653	0.4%	
Franchise fee	427,017	393,600	405,169	(33,417)	-8.5%	(21,848)	-5.4%	
Engineering & construction services	158,867	161,700	105,973	2,833	1.8%	(52,894)	-49.9%	
Customer service and billing	636,335	727,200	626,806	90,865	12.5%	(9,529)	-1.5%	
Financial Services	486,939	520,500	436,211	33,561	6.4%	(50,728)	-11.6%	
Information Technology	356,023	299,900	292,839	(56,123)	-18.7%	(63,184)	-21.6%	
Asset Management	57,075	136,100	39,265	79,025	58.1%	(17,810)	-45.4%	
General and administrative	698,152	686,700	786,634	(11,452)	-1.7%	88,482	11.2%	
	6,878,109	7,262,400	7,062,993	384,291	5.3%	184,884	2.6%	
Operating expenses before depreciation	16,246,375	16,988,200	16,144,518	741,825	4.4%	(101,857)	-0.6%	
Depreciation - Water	6,542,664	6,615,000	6,350,258	72,336	1.1%	(192,406)	-3.0%	
Depreciation - Wastewater	8,497,005	8,366,400	8,110,396	(130,605)	-1.6%	(386,609)	-4.8%	
Total operating expenses	\$ 31,286,044	\$ 31,969,600	\$ 30,605,171	\$ 683,556	2.1%	\$ (680,872)	-2.2%	

Detailed Schedule of Changes in Capital Assets

	System		Capital		Capital	
	30-Jun-20	Contributions	Additions & Depreciation	Improvement Program	Disposals/Adjustments	31-Dec-20
Land and Land Rights	\$ 10,635,337	\$ -	\$ -	\$ -	\$ -	\$ 10,635,337
Administrative Fac. & Improv.	14,491,450	-	-	-	-	14,491,450
Source of Supply	13,341,759	-	-	-	-	13,341,759
Water Treatment Plant	59,974,285	-	-	-	-	59,974,285
Wastewater Treatment Plant	133,492,590	-	-	-	-	133,492,590
Water System Transmission & Distribution	239,823,387	1,764,808	1,459,825	-	-	243,048,020
Wastewater System Collection & Transmission	288,417,154	2,857,491	-	-	-	291,274,645
Wastewater Disposal Systems	1,693,176	-	-	-	-	1,693,176
Other General Equipment	22,627,480	-	175,816	-	(81,955)	22,721,341
Vehicles	6,441,464	-	38,034	-	(86,634)	6,392,863
Property, plant and equipment in service	790,938,082	4,622,299	1,673,674	-	(168,589)	797,065,466
Accumulated Depreciation	(395,399,128)	-	(15,039,669)	-	143,414	(410,295,383)
Property, plant and equipment in service, net	395,538,954	4,622,299	(13,365,995)	-	(25,175)	386,770,083
Construction in Progress	21,531,083	-	5,304,513	-	-	26,835,596
Net property, plant and equipment	\$ 417,070,037	\$ 4,622,299	\$ (8,061,482)	\$ -	\$ (25,175)	\$ 413,605,679

CIP Capitalization:

121060 - Waster Sys. Equip	121070 - WW Sys. Equip.
Meter Capitalization	891,311
Transponder Cap.	568,514
	1,459,825
121080 - General Equipment	121050 - WW Treatment Plant
6579-TELEDYNE MOD	13,822
6598-SR-24 RIDGID LOC	7,162
6609-RO MEMBRANES	6,921.37
6610-RO ELEMENTS	34,325.42
6611-SR-24 RIDGID LOC	12,388.38
6613-RAUSCH PUSH SE	26,750.00
6614-LEICA GPR LOCA	50,491.16
6633-PWTP CHARGE AI	23,955
	121030 - Source of Supply
	121085 - Vehicles
	6578-2019 FORD F150 4W
	38,034
	38,034
	Disposals:
	5554-Aquamarine Harvester
	5574-Harvester trailer
	3064-2007 Ford F-750
	(74,860)
	(7,095)
	(86,634)
	175,816

System Contributions:

21060--Water System Transmission & Distribution		21070--Wastewater System Collection & Transmission	
ECOFOAM INSULATIONS - W	14,520	RIVERPORT PH2 BI	174,640
HEARTHSTONE LAKES PHASE 2C- W	45,540	RIBAUT SENIOR HO	75,227
WASHINGTON SQR FKA BLUFFTON C	130,821	CENTER DRIVE W	37,952
LAWTON STATION PHS 5C & 6C- W	59,160	LAT HH PHS 3A&3C	88,830
PALMETTO BLUFF BLOCK-W	157,070	JOHN HARRIS BOD	3,760
TRU HOTEL BEAUFORT -W	26,620	N SHANKLIN RD E	3,500
LATTITUDE HILTON HEAD PHS 3B -W	167,150	MALIND BLUFF PH	64,700
CYPRESS RIDGE PHS 14 -W	33,690	LATTITUDE HILTON	290,000
MALIND BLUFF PSH 1 -W	32,000	CYPRESS RIDGE PHS	48,850
BMH OKATIE MEDICAL OFFICE -W	77,155	TRU HOTEL BEAUF	22,400
STINEY RD - FIRE STATION -W	5,240.00	MALIND BLUFF PSH	87,100
PALMETTO BUSINESS COURT -W	11,425.00	BMH OKATIE MEDI	34,108
GRANDE OAKS (LOTS 1-50) -W	81,310.00	STINEY RD - FIRE S1	7,920.00
LATTITUDE HILTON HEAD PHS 3B -W	119,800.00	PALMETTO BUSINES	12,170.00
2019-073B CELADON PHASE 3- W	35,500	GRANDE OAKS (LO	130,236.00
2019-018A FOUR SEASON OF BLFFTN-	238,920	GRANDE OAKS (LO	104,364.00
HH CHRISTIAN-BLUFFTON CAMP-PH	33,278	LATTITUDE HILTON	137,440.00
2019-079 MALVER COMMERCIAL SD-W	36,820	RIBAUT RD GRINDE	8,235
2020-024 REED WRECKER SERVICE-W	10,180		
		1,764,808	2,857,491

Beaufort-Jasper Water and Sewer Authority
Budgetary Comparison Schedule
Fiscal Year-to-Date through December 31,

	FY2021		FY2020	Variance of FY 2021 Actual Data To			
	Actual	Budget	Actual	Budget		2020 Actual	
				Dollars	%	Dollars	%
Operating revenues							
Civilian wholesale	\$ 1,317,200	\$ 1,296,600	\$ 1,304,055	\$ 20,600	1.6%	\$ 13,145	1.0%
Military wholesale	576,151	625,800	603,992	(49,649)	-7.9%	(27,841)	-4.6%
Retail	14,797,605	14,339,400	14,860,914	458,205	3.2%	(63,309)	-0.4%
Military Retail	669,232	580,200	847,488	89,032	15.3%	(178,256)	-21.0%
Special Commercial	229,215	218,900	229,002	10,315	4.7%	213	0.1%
Other	1,916,888	1,454,400	1,776,072	462,488	31.8%	140,816	7.9%
Total water operating revenues	19,506,291	18,515,300	19,621,523	990,991	5.4%	(115,232)	-0.6%
Wastewater service	13,102,269	12,352,300	12,850,454	749,969	6.1%	251,815	2.0%
Military Retail	1,422,246	1,398,600	1,469,694	23,646	1.7%	(47,448)	-3.2%
Other	215,591	157,800	870,657	57,791	36.6%	(655,066)	-75.2%
Total wastewater operating revenues	14,740,106	13,908,700	15,190,805	831,406	6.0%	(450,699)	-3.0%
Total operating revenues	34,246,397	32,424,000	34,812,328	1,822,397	5.6%	(565,931)	-1.6%
Operating expenses							
Water operating expenses:							
Source of supply	433,564	383,200	365,559	(50,364)	-13.1%	(68,005)	-18.6%
Water treatment	2,546,146	2,664,400	2,416,393	118,254	4.4%	(129,753)	-5.4%
Transmission and distribution	2,075,551	2,209,100	2,180,529	133,549	6.0%	104,978	4.8%
Laboratory and testing	186,420	203,500	198,449	17,080	8.4%	12,029	6.1%
Franchise fee	509,116	465,600	481,713	(43,516)	-9.3%	(27,403)	-5.7%
Engineering & construction services	238,214	243,900	158,961	5,686	2.3%	(79,253)	-49.9%
Customer service and billing	959,348	1,091,500	947,151	132,152	12.1%	(12,197)	-1.3%
General and administrative	2,419,907	2,464,600	2,332,770	44,693	1.8%	(87,137)	-3.7%
Total water operating expenses (excl. depr.)	9,368,266	9,725,800	9,081,525	357,534	3.7%	(286,741)	-3.2%
Wastewater operating expenses:							
Collection & transmission	2,030,490	2,251,500	2,394,879	221,010	9.8%	364,389	15.2%
Wastewater treatment	1,587,269	1,559,500	1,571,325	(27,769)	-1.8%	(15,944)	-1.0%
Wastewater disposal	92,360	137,400	66,841	45,040	32.8%	(25,519)	-38.2%
Sludge management	194,401	219,500	183,219	25,099	11.4%	(11,182)	-6.1%
Laboratory and testing	153,180	168,800	153,833	15,620	9.3%	653	0.4%
Franchise fee	427,017	393,600	405,169	(33,417)	-8.5%	(21,848)	-5.4%
Engineering & construction services	158,867	161,700	105,973	2,833	1.8%	(52,894)	-49.9%
Customer service and billing	636,335	727,200	626,806	90,865	12.5%	(9,529)	-1.5%
General and administrative	1,598,190	1,643,200	1,554,948	45,010	2.7%	(43,242)	-2.8%
Total wastewater operating expenses (excl. depr.)	6,878,109	7,262,400	7,062,993	384,291	5.3%	184,884	2.6%
Operating expenses before depreciation	16,246,375	16,988,200	16,144,518	741,825	4.4%	(101,857)	-0.6%
Depreciation - Water	6,542,664	6,615,000	6,350,258	72,336	1.1%	(192,406)	-3.0%
Depreciation - Wastewater	8,497,005	8,366,400	8,110,395	(130,605)	-1.6%	(386,610)	-4.8%
Total operating expenses	31,286,044	31,969,600	30,605,171	683,556	2.1%	(680,873)	-2.2%
Operating income (loss)	2,960,354	454,400	4,207,157	2,505,954	551.5%	(1,246,803)	-29.6%
Non-operating revenues (expenses), net	(2,356,513)	(2,484,200)	(1,414,991)	127,687	5.1%	(941,522)	-66.5%
Increase (decrease) in net position, before capital contributions	603,841	(2,029,800)	2,792,166	2,633,641	129.7%	(2,188,325)	78.4%
Capital Contributions	13,476,887	4,249,800	15,538,946	9,227,087	217.1%	(2,062,059)	-13.3%
Increase (decrease) in net position	\$ 14,080,728	\$ 2,220,000	\$ 18,331,112	\$ 11,860,728	534.3%	\$ (4,250,384)	-23.2%

Beaufort-Jasper Water and Sewer Authority
Statements of Revenues, Expenses and Changes in Net Position
For the fiscal year to date ending

		12/31/2020	12/31/2019
Operating revenues:			
Water:	Wholesale	\$ 1,893,351	\$ 1,908,047
	Retail	15,026,820	15,089,916
	Military Retail	669,232	847,488
	Other	1,916,888	1,776,072
Total water revenues		19,506,291	19,621,523
Wastewater:	Service	13,102,269	12,850,454
	Military Retail	1,422,246	1,469,694
	Other	215,591	870,657
Total wastewater revenues		14,740,106	15,190,805
Total operating revenues		34,246,397	34,812,328
Operating expenses:			
Water:	Source of supply	433,564	365,559
	Water treatment	2,546,146	2,416,393
	Transmission and distribution	2,075,551	2,180,529
	Laboratory and testing	186,420	198,449
	Franchise fee	509,116	481,713
	Depreciation	6,542,664	6,350,258
	General, administrative, customer service and other	3,617,469	3,438,882
Total water operating expenses		15,910,930	15,431,783
Wastewater:	Collection and transmission	2,030,490	2,394,879
	Wastewater treatment	1,587,269	1,571,325
	Wastewater disposal	92,360	66,841
	Sludge management	194,401	183,219
	Laboratory and testing	153,180	153,833
	Franchise fee	427,017	405,169
	Depreciation	8,497,005	8,110,395
	General, administrative, customer service and other	2,393,392	2,287,727
Total wastewater operating expenses		15,375,114	15,173,388
Total operating expenses		31,286,044	30,605,171
Operating income (loss)		2,960,354	4,207,157
Non-operating revenue (expense):			
	Interest expense	(2,948,139)	(2,009,104)
	Interest income	381,477	483,956
	Investment income	75,625	56,875
	Bond interest income	1,874	-
	Easement revenue	200	-
	Litigation settlement	70,288	-
	Net gain (loss) on disposal of assets	62,162	53,282
Total non-operating revenue (expense)		(2,356,513)	(1,414,991)
Increase (decrease) in net position, before capital contributions		603,841	2,792,166
Capital contributions:			
	Grants	238,869	1,213,380
	Capacity fees	8,615,719	9,442,582
	Developer contributions of systems	4,622,299	4,882,984
Total capital contributions		13,476,887	15,538,946
Increase (decrease) in net position		14,080,728	18,331,112
Net position at beginning of fiscal year		342,218,475	324,444,393
Net position at end of period		\$ 356,299,203	\$ 342,775,505

Beaufort-Jasper Water and Sewer Authority
Statement of Net Position

	31-Dec	
	FY 2021	FY 2020
Assets		
Current assets:		
Cash and cash equivalents	\$ 32,140,458	\$ 25,927,407
Investments	5,087,539	10,111,171
Accounts receivable	7,281,772	7,613,589
Inventory and other assets	1,384,064	1,483,514
Total current assets (unrestricted)	45,893,834	45,135,682
Designated & restricted assets:		
Cash and cash equivalents - Restricted	66,221,017	69,961,045
Cash and cash equivalents - Designated	31,687,428	23,916,318
Designated receivables	81,976	92,439
Total designated & restricted assets	97,990,421	93,969,803
Total current assets	143,884,255	139,105,484
Noncurrent Assets:		
Capital assets:		
Land and land rights	10,635,337	10,504,536
Administrative facilities	14,491,450	14,418,274
Water systems	316,364,064	305,909,440
Wastewater systems	426,460,411	404,874,058
Equipment	22,721,341	21,641,745
Vehicles	6,392,863	6,195,638
Utility plant in service before depreciation	797,065,466	763,543,691
Less accumulated depreciation	(410,295,383)	(380,429,353)
Net utility plant in service	386,770,083	383,114,338
Construction in progress	26,835,596	31,449,186
Total capital assets	413,605,679	414,563,525
Other Assets:		
Conservation easements	534,125	534,125
ISM Receivable-Department of the Navy	18,304,160	19,398,900
Total noncurrent assets	432,443,964	434,496,550
Total assets	576,328,219	573,602,034
Deferred outflows of resources		
Deferred amounts on advance refundings	1,252,445	1,438,901
Pensions	3,865,459	4,694,952
Other post retirement benefits	2,426,649	470,735
Total deferred outflows of resources	7,544,553	6,604,588
Liabilities		
Current liabilities:		
Accounts payable and accrued expenses	4,271,163	4,038,348
Accrued wages and benefits	1,288,602	1,859,160
Revenue bonds, SRFs, notes, and interest	5,509,525	4,769,299
Total current liabilities (unrestricted)	11,069,290	10,666,807
Current liabilities payable from designated & restricted assets:		
Accounts payable for capital items	248,832	1,347,979
Revenue bonds, SRFs, notes, and interest	7,438,473	5,745,801
Total current liabilities payable from designated & restricted assets	7,687,305	7,093,781
Total current liabilities	18,756,595	17,760,588
Long term liabilities:		
Revenue bonds, state revolving loans, and notes	163,830,181	178,066,841
Net pension liability	25,272,686	24,341,398
Other post retirement benefits	17,476,441	14,630,318
Unearned revenue-Levy projects	413,634	413,634
Unearned revenue-Easements	-	-
Total long term liabilities	206,992,942	217,452,191
Total liabilities	225,749,537	235,212,779
Deferred inflows of resources		
Pensions	749,990	967,840
Other post retirement benefits	1,074,042	1,250,498
Total deferred inflows of resources	1,824,032	2,218,338
Net position:		
Net investment in capital assets	298,052,043	292,007,344
Restricted for:		
Capital activity	415,244	64,215,244
Unrestricted	57,831,916	(13,447,082)
Total net position	29	\$ 342,775,505
	\$ 356,299,203	\$ 342,775,505

Beaufort - Jasper Water and Sewer Authority

Accounts Receivable Aging:

	0 - 30 Days		31-60 Days		61-90 Days		91-120 Days		120+ Days		Total AR
Dec-18	2,327,129	62%	287,372	8%	36,712	1%	3,454	0%	1,072,098	29%	3,726,765
Jan-19	2,242,859	63%	231,743	6%	12,248	0%	8,919	0%	1,080,270	30%	3,576,039
Feb-19	2,341,738	64%	201,658	6%	7,277	0%	1,760	0%	1,084,983	30%	3,637,415
Mar-19	2,556,837	66%	216,965	6%	7,063	0%	(4,723)	0%	1,068,880	28%	3,845,022
Apr-19	2,528,911	66%	227,404	6%	7,893	0%	(196)	0%	1,061,110	28%	3,825,124
May-19	2,802,791	68%	231,561	6%	11,098	0%	(2,853)	0%	1,062,055	26%	4,104,651
Jun-19	3,348,326	71%	277,526	6%	12,588	0%	2,013	0%	1,066,453	23%	4,706,906
Jul-19	3,194,555	70%	283,182	6%	12,885	0%	3,497	0%	1,075,533	24%	4,569,651
Aug-19	3,653,810	73%	277,433	6%	16,556	0%	2,641	0%	1,075,270	21%	5,025,709
Sep-19	3,940,283	73%	355,811	7%	47,767	1%	(6,710)	0%	1,076,444	20%	5,413,594
Oct-19	3,212,362	69%	316,100	7%	23,754	1%	8,304	0%	1,067,270	23%	4,627,790
Nov-19	2,472,917	64%	294,895	8%	38,682	1%	6,288	0%	1,071,662	28%	3,884,445
Dec-19	2,559,945	66%	196,944	5%	23,032	1%	4,028	0%	1,077,943	28%	3,861,891
Jan-20	2,440,106	64%	264,502	7%	10,365	0%	847	0%	1,086,082	29%	3,801,902
Feb-20	3,133,288	70%	173,749	4%	63,385	1%	(68)	0%	1,085,393	24%	4,455,747
Mar-20	2,128,639	59%	342,146	10%	27,671	1%	6,537	0%	1,072,586	30%	3,577,578
Apr-20	2,769,956	65%	290,882	7%	133,406	3%	21,061	0%	1,070,284	25%	4,285,589
May-20	3,244,253	67%	272,759	6%	135,891	3%	71,011	1%	1,086,516	23%	4,810,430
Jun-20	3,108,375	66%	246,596	5%	104,057	2%	61,897	1%	1,154,872	25%	4,675,797
Jul-20	3,171,604	65%	319,499	7%	110,792	2%	58,297	1%	1,188,389	25%	4,848,581
Aug-20	3,266,350	66%	331,696	7%	101,149	2%	69,266	1%	1,215,143	24%	4,983,604
Sep-20	2,978,181	66%	297,765	7%	62,018	1%	26,422	1%	1,165,311	26%	4,529,697
Oct-20	2,956,942	67%	269,075	6%	47,566	1%	11,176	0%	1,153,241	26%	4,438,000
Nov-20	2,480,014	63%	236,802	6%	38,747	1%	12,246	0%	1,158,286	30%	3,926,095
Dec-20	2,570,022	65%	210,180	5%	11,164	0%	12,470	0%	1,165,808	29%	3,969,644
Payment Arrangements	39,915		22,312		12,444		11,621		23,737		110,029

Allowance for Doubtful Accounts:

	June 30, 2020		December 31, 2020	
Accounts over 90 days	1,216,770	90%	1,095,093	90%
Accounts over 60 days	104,057	50%	52,028	50%
Payment Arrangements	(25,853)	100%	(25,853)	100%
			<u>1,121,268</u>	<u>1,018,230</u>

Increase/(Decrease)

(103,038)

Bad Debt Expense-FY20

191,700

Bad Debt Expense-FY19

16,500

Bad Debt Expense-FY18

32,000

Bad Debt Expense-FY17

30,800

**Beaufort -Jasper Water & Sewer Authority
Cutoff/Delinquent Fees/Penalties Stats**

	Cycle 20				Cycle 22				Cycle 24				Cycle 26				Cycle 2			
	Hwy 170 up to Palmetto Bluff				Hwy 278				Buckwalter				Downtown Bluffton				Sun City			
	Delinquent			Penalties	Delinquent			Penalties	Delinquent			Penalties	Delinquent			Penalties	Delinquent			Penalties
Number	Fee		Number		Fee		Number		Fee		Number		Fee		Number		Fee		Number	
Jan	30	\$ 1,500	\$ 1,005		25	\$ 1,250	\$ 442		17	\$ 850	\$ 756		26	\$ 1,300	\$ 1,338		6	\$ 300	\$ 281	
Feb	35	\$ 1,750	\$ 1,544		20	\$ 1,000	\$ 382		18	\$ 900	\$ 737		38	\$ 1,900	\$ 1,011		2	\$ 100	\$ 239	
Mar	26	\$ 1,300	\$ -	-26%	14	\$ 700	\$ -	-30%	14	\$ 700	\$ 842	-22%	33	\$ 1,650	\$ 1,070	-13%	5	\$ 250	\$ -	150%
Apr	68	\$ 3,400	\$ 873	162%	30	\$ 1,500	\$ 1,011	114%	56	\$ 2,800	\$ 790	300%	109	\$ 5,450	\$ 1,019	230%	2	\$ 100	\$ 164	-60%
May	35	\$ 1,750	\$ 683	-49%	17	\$ 850	\$ 603	-43%	42	\$ 2,100	\$ 749	-25%	97	\$ 4,850	\$ 1,051	-11%	1	\$ 50	\$ 291	-50%
Jun	154	\$ 7,700	\$ 801	340%	86	\$ 4,300	\$ 499	406%	166	\$ 8,300	\$ 833	295%	285	\$ 14,250	\$ 985	194%	37	\$ 1,850	\$ 270	3600%
July	147	\$ 7,350	\$ 1,157	-5%	36	\$ 1,800	\$ 654	-58%	115	\$ 5,750	\$ 785	-31%	225	\$ 11,250	\$ 957	-21%	21	\$ 1,050	\$ 295	-43%
Aug	187	\$ 9,350	\$ 1,433	27%	75	\$ 3,750	\$ 757	108%	136	\$ 6,800	\$ 1,160	18%	240	\$ 12,000	\$ 1,384	7%	26	\$ 1,300	\$ 291	24%
Sept	70	\$ 3,500	\$ 1,192	-63%	24	\$ 1,200	\$ 381	-68%	76	\$ 3,800	\$ 883	-44%	98	\$ 4,900	\$ 1,015	-59%	14	\$ 700	\$ 258	-46%
Oct	52	\$ 2,600	\$ 1,306	-26%	21	\$ 1,050	\$ 553	-13%	32	\$ 1,600	\$ 777	-58%	64	\$ 3,200	\$ 763	-35%	17	\$ 850	\$ 278	21%
Nov	25	\$ 1,250	\$ 894	-52%	10	\$ 500	\$ 387	-52%	30	\$ 1,500	\$ 816	-6%	38	\$ 1,900	\$ 862	-41%	0	\$ -	\$ 268	-100%
Dec	32	\$ 1,600	\$ 1,020	28%	52	\$ 2,600	\$ 625	420%	29	\$ 1,450	\$ 760	-3%	53	\$ 2,650	\$ 1,248	39%	7	\$ 350	\$ 233	100%
Jan	27	\$ 1,350	\$ 1,038	-16%	16	\$ 800	\$ 508	-69%	9	\$ 450	\$ 782	-69%	35	\$ 1,750	\$ 890	-34%	5	\$ 250	\$ 253	-29%

	Cycle 4				Cycle 6				Cycle 8				Cycle 10				Cycle 12			
	Hardeeville				Ladys Is Dr/Sea Is Pkwy to Datarw				Sams Point Rd				St Helena				Port Royal			
	Delinquent			Penalties	Delinquent			Penalties	Delinquent			Penalties	Delinquent			Penalties	Delinquent			Penalties
Number	Fee		Number		Fee		Number		Fee		Number		Fee		Number		Fee		Number	
Jan	15	\$ 750	\$ 707		10	\$ 500	\$ 178		17	\$ 850	\$ 314		25	\$ 1,250	\$ 252		67	\$ 3,350	\$ 670	
Feb	37	\$ 1,850	\$ 588		8	\$ 400	\$ -		29	\$ 1,450	\$ -		28	\$ 1,400	\$ -		52	\$ 2,600	\$ 842	
Mar	19	\$ 950	\$ -	-49%	20	\$ 1,000	\$ 126	150%	73	\$ 3,650	\$ 332	152%	134	\$ 6,700	\$ 304	379%	230	\$ 11,500	\$ 735	342%
Apr	60	\$ 3,000	\$ 620	216%	14	\$ 700	\$ 120	-30%	50	\$ 2,500	\$ 124	-32%	85	\$ 4,250	\$ 228	-37%	123	\$ 6,150	\$ 598	-47%
May	45	\$ 2,250	\$ 530	-25%	16	\$ 800	\$ 165	14%	29	\$ 1,450	\$ 618	-42%	74	\$ 3,700	\$ 296	-13%	175	\$ 8,750	\$ 730	42%
Jun	129	\$ 6,450	\$ 912	187%	37	\$ 1,850	\$ 241	131%	102	\$ 5,100	\$ 387	252%	121	\$ 6,050	\$ 229	64%	268	\$ 13,400	\$ 757	53%
July	130	\$ 6,500	\$ 952	1%	41	\$ 2,050	\$ 142	11%	99	\$ 4,950	\$ 226	-3%	130	\$ 6,500	\$ 249	7%	244	\$ 12,200	\$ 892	-9%
Aug	129	\$ 6,450	\$ 884	-1%	46	\$ 2,300	\$ 243	12%	121	\$ 6,050	\$ 661	22%	153	\$ 7,650	\$ 295	18%	175	\$ 8,750	\$ 876	-28%
Sept	58	\$ 2,900	\$ 696	-55%	22	\$ 1,100	\$ 183	-52%	53	\$ 2,650	\$ 403	-56%	70	\$ 2,450	\$ 263	-54%	190	\$ 9,500	\$ 923	9%
Oct	37	\$ 1,850	\$ 728	-36%	10	\$ 500	\$ 171	-55%	33	\$ 1,650	\$ 331	-38%	21	\$ 1,050	\$ 282	-70%	68	\$ 3,400	\$ 725	-64%
Nov	27	\$ 1,350	\$ 776	-27%	10	\$ 500	\$ 212	0%	13	\$ 650	\$ 321	-61%	28	\$ 1,400	\$ 253	33%	68	\$ 3,400	\$ 586	0%
Dec	20	\$ 1,000	\$ 950	-26%	10	\$ 500	\$ 242	0%	21	\$ 1,050	\$ 368	62%	22	\$ 1,100	\$ 235	-21%	55	\$ 2,750	\$ 825	-19%
Jan			\$ 633																	

	Cycle 14				Cycle 16				Cycle 18				Cycle 35						
	Oaks Mossy				Downtown Beaufort				Burton/Grays Hill/Dale				Levy						
	Delinquent			Penalties	Delinquent			Penalties	Delinquent			Penalties	Delinquent			Penalties			
Number	Fee		Number		Fee		Number		Fee		Number		Fee		Number		Fee		
Jan	11	\$ 550	\$ 237		34	\$ 1,700	\$ 614		48	\$ 2,400	\$ 657		11	\$ 550	\$ 110				
Feb	10	\$ 500	\$ 240		27	\$ 1,350	\$ -		46	\$ 2,300	\$ -		14	\$ 700	\$ -				
Mar	94	\$ 4,700	\$ 311	840%	181	\$ 9,050	\$ 708	570%	272	\$ 13,600	\$ 410	491%	46	\$ 2,300	\$ 153	229%			
Apr	54	\$ 2,700	\$ 241	-43%	102	\$ 5,100	\$ 686	-44%	148	\$ 7,400	\$ 794	-46%	31	\$ 1,550	\$ 67	-33%			
May	110	\$ 5,500	\$ 330	104%	230	\$ 11,500	\$ 327	125%	254	\$ 12,700	\$ 774	72%	15	\$ 750	\$ 42	-52%			
Jun	89	\$ 4,450	\$ 306	-19%	187	\$ 9,350	\$ 641	-19%	290	\$ 14,500	\$ 693	14%	31	\$ 1,550	\$ 26	107%			
July	92	\$ 4,600	\$ 292	3%	186	\$ 9,300	\$ 805	-1%	307	\$ 15,350	\$ 937	6%	34	\$ 1,750	\$ 96	10%			
Aug	58	\$ 2,900	\$ 343	-37%	122	\$ 6,100	\$ 978	-34%	406	\$ 20,300	\$ 1,084	32%	93	\$ 4,650	\$ 89	174%			
Sept	38	\$ 1,900	\$ 292	-34%	69	\$ 3,450	\$ 695	-43%	147	\$ 7,350	\$ 668	-64%	39	\$ 1,950	\$ 107	-58%			
Oct	11	\$ 550	\$ 227	-71%	18	\$ 900	\$ 780	-74%	43	\$ 2,150	\$ 591	-71%	8	\$ 400	\$ 127	-79%			
Nov	21	\$ 1,050	\$ 222	91%	26	\$ 1,300	\$ 649	44%	56	\$ 2,800	\$ 561	30%	12	\$ 600	\$ 126	50%			
Dec	17	\$ 850	\$ 268	-19%	28	\$ 1,400	\$ 732	8%	61	\$ 3,050	\$ 681	9%	17	\$ 850	\$ 131	42%			
Jan																			

	Total			
	Number	Delinquent F	Penalties	
Jan	342	\$ 17,100	\$ 7,559	
Feb	364	\$ 18,200	\$ 5,583	
Mar	1,161	\$ 58,050	\$ 4,989	219%
Apr	932	\$ 46,600	\$ 7,336	-20%
May	1,140	\$ 57,000	\$ 7,190	22%
Jun	1,982	\$ 99,100	\$ 7,580	74%
July	1,807	\$ 90,400	\$ 8,439	-9%
Aug	1,967	\$ 98,350	\$ 10,478	9%
Sept	968	\$ 47,350	\$ 7,959	-51%
Oct	435	\$ 21,750	\$ 7,639	-55%
Nov	364	\$ 18,200	\$ 6,933	-16%
Dec	424	\$ 21,200	\$ 8,318	16%
Jan	92	\$ 4,600	\$ 4,104	-78%

Wells Fargo Securities, LLC
 550 S TRYON ST
 FLOOR 04
 CHARLOTTE, NC 28202-4200

LAMONTE BARNES
 1-877-433-9967

**Combined Summary
 Brokerage Account and Bank Account**

**Statement Period
 12/01/2020 - 12/31/2020**

BEAUFORT-JASPER WATER AND SEWER AUTHORITY **Account Number**
 1BB88737

Total Account Value Summary - US Dollar (USD)

This summary does not reflect the value of unpriced securities. Repurchase agreements are reflected at par value.

	Amount Last Statement Period	Amount This Statement Period	% Portfolio
Cash	\$ 0.00	\$ 0.00	0%
Money Market Mutual Funds	0.00	0.00	0%
Bonds	5,044,484.08	5,039,839.56	100%
Stocks	0.00	0.00	0%
Total Account Value	\$ 5,044,484.08	\$ 5,039,839.56	100%

Value Change Since Last Statement Period \$ (4,644.52)

Percent Decrease Since Last Statement Period 0%

Value Last Year-End \$ 10,045,729.77

Percent Decrease Since Last Year-End 50%

***Includes amortized Par value of municipal leases and notes.

Total Income Summary USD

	This Period	Year-To-Date
Interest	\$ 62,125.00	\$ 320,500.00
Dividends/Capital Gains	0.00	0.00
Money Market Mutual Funds Dividends	0.00	0.00
Other	0.00	0.00
Income Total	\$ 62,125.00	\$ 320,500.00

Total Interest Charged USD

Description	This Period
Debit Interest For December 2020	0.00
Total Interest Charged	\$ 0.00

Total Money Market Mutual Funds Summary USD

Description	Amount
Opening Balance	\$ 0.00
Deposits and Other Additions	0.00
Distributions and Other Subtractions	0.00
Dividends Reinvested	0.00
Change in Value	0.00
Closing Balance	\$ 0.00



Wells Fargo Securities, LLC
 550 S TRYON ST
 FLOOR 04
 CHARLOTTE, NC 28202-4200

LAMONTE BARNES
 1-877-433-9967

Brokerage Account Statement
Wells Fargo Securities, LLC

Statement Period
12/01/2020 - 12/31/2020

BEAUFORT-JASPER WATER AND SEWER
 AUTHORITY

Account Number
 1BB88737

Account Value Summary *USD*

This summary does not reflect the value of unpriced securities. Repurchase agreements are reflected at par value.

	Amount Last Statement Period	Amount This Statement Period	% Portfolio
Cash	\$ 0.00	\$ 0.00	0%
Money Market Mutual Funds	0.00	0.00	0%
Bonds	0.00	0.00	0%
Stocks	0.00	0.00	0%
Total Account Value	\$ 0.00	\$ 0.00	0%
Value Change Since Last Statement Period		\$ 0.00	
Percent Increase Since Last Statement Period			N/A
Value Last Year-End		\$ 0.00	
Percent Increase Since Last Year-End			N/A

Income Summary *USD*

	This Period	Year-To-Date
Interest	\$ 0.00	\$ 0.00
Dividends/Capital Gains	0.00	0.00
Money Market Mutual Funds Dividends	0.00	0.00
Other	0.00	0.00
Income Total	\$ 0.00	\$ 0.00

Interest Charged *USD*

Description	This Period
Debit Interest For December 2020	0.00
Total Interest Charged	\$ 0.00

Money Market Mutual Funds Summary *USD*

Description	Amount
Opening Balance	\$ 0.00
Deposits and Other Additions	0.00
Distributions and Other Subtractions	0.00
Dividends Reinvested	0.00
Change in Value	0.00
Closing Balance	\$ 0.00

BEAUFORT-JASPER WATER AND SEWER

Account Number: 1BB88737

Daily Account Activity

Your investment transactions during this statement period.

Transaction / Trade Date	Settlement / Effective Date	Activity	Security ID	Description	Par / Quantity	Price	Principal Amount	Income Amount	Debit / Credit Amount
Transaction Activity USD									
12/22/20	12/23/20	Purchase	3130AKL46	FEDERAL HOME LOAN BANK	1,000,000.00	100.0034606	(1,000,034.61)	(1.94)	(1,000,036.55)
12/22/20	12/23/20	Purchase	9128287A2	UNITED STATES TREASURY NOTE	1,000,000.00	100.8183700	(1,008,183.70)	(7,771.74)	(1,015,955.44)
12/22/20	12/23/20	Security Delivery	3130AKL46	FEDERAL HOME LOAN BANK	(1,000,000.00)	100.0034606	1,000,034.61	1.94	1,000,036.55
12/22/20	12/23/20	Security Delivery	9128287A2	UNITED STATES TREASURY NOTE	(1,000,000.00)	100.8183700	1,008,183.70	7,771.74	1,015,955.44



Wells Fargo Bank, N.A.
 550 S TRYON ST
 FLOOR 04
 CHARLOTTE, NC 28202-4200

LAMONTE BARNES
 1-877-433-9967

Bank Account Statement
Wells Fargo Bank, N.A.

Statement Period
12/01/2020 - 12/31/2020

BEAUFORT-JASPER WATER AND SEWER
 AUTHORITY

Account Number
 1BB88737

Account Value Summary *USD*

This summary does not reflect the value of unpriced securities. Repurchase agreements are reflected at par value.

	Amount Last Statement Period	Amount This Statement Period	% Portfolio
Cash	\$ 0.00	\$ 0.00	0%
Money Market Mutual Funds	0.00	0.00	0%
Bonds	5,044,484.08	5,039,839.56	100%
Stocks	0.00	0.00	0%
Total Account Value	\$ 5,044,484.08	\$ 5,039,839.56	100%
Value Change Since Last Statement Period		\$ (4,644.52)	
Percent Decrease Since Last Statement Period		0%	
Value Last Year-End		\$ 10,045,729.77	
Percent Decrease Since Last Year-End		50%	

Income Summary *USD*

	This Period	Year-To-Date
Interest	\$ 62,125.00	\$ 320,500.00
Dividends/Capital Gains	0.00	0.00
Money Market Mutual Funds Dividends	0.00	0.00
Other	0.00	0.00
Income Total	\$ 62,125.00	\$ 320,500.00

Interest Charged *USD*

Description	This Period
Debit Interest For December 2020	0.00
Total Interest Charged	\$ 0.00

Money Market Mutual Funds Summary *USD*

Description	Amount
Opening Balance	\$ 0.00
Deposits and Other Additions	0.00
Distributions and Other Subtractions	0.00
Dividends Reinvested	0.00
Change in Value	0.00
Closing Balance	\$ 0.00

Statement Ending: December 31, 2020

BEAUFORT-JASPER WATER AND SEWER

Account Number: 1BB88737

Portfolio Holdings *Security positions held with Wells Fargo Bank N.A.*

Security ID	Description	Maturity Date	Coupon	Current Par / Original Par	Market Price*	Market Value	Original Par Pledged**	Callable
Bonds USD								
3130AFB63	FEDERAL HOME LOAN BANK	01/22/21	2.950%	1,000,000.000	100.1434	1,001,433.86		N
3130AKL46	FEDERAL HOME LOAN BANK	03/22/21	0.070%	1,000,000.000	100.0035	1,000,035.27		N
912828WG1	UNITED STATES TREASURY NOTE	04/30/21	2.250%	1,000,000.000	100.6914	1,006,914.00		
3133XFKF2	FEDERAL HOME LOAN BANK	06/11/21	5.625%	1,000,000.000	102.4035	1,024,034.55		N
9128287A2	UNITED STATES TREASURY NOTE	06/30/21	1.625%	1,000,000.000	100.7422	1,007,421.88		
				5,000,000.000		5,039,839.56	0.00	

*See important information regarding security pricing on Page 2.

**Total amount that is pledged to or held for another party or parties. Refer to the Pledge Detail Report for more information.

Daily Account Activity

Your investment transactions during this statement period.

Transaction / Trade Date	Settlement / Effective Date	Activity	Security ID	Description	Par / Quantity	Price	Principal Amount	Income Amount	Debit / Credit Amount
Transaction Activity USD									
12/22/20	12/23/20	Security Receipt	3130AKL46	FEDERAL HOME LOAN BANK	1,000,000.00	100.0034606	(1,000,034.61)	(1.94)	(1,000,036.55)
12/22/20	12/23/20	Security Receipt	9128287A2	UNITED STATES TREASURY NOTE	1,000,000.00	100.8183700	(1,008,183.70)	(7,771.74)	(1,015,955.44)

Income / Payment Activity USD

12/01/20	12/01/20	Matured	3130AEMY3	FEDERAL HOME LOAN BANK			1,000,000.00		1,000,000.00
12/01/20	12/01/20	Interest	3130AEMY3	FEDERAL HOME LOAN BANK				13,400.00	13,400.00
12/11/20	12/11/20	Interest	3133XFKF2	FEDERAL HOME LOAN BANK				28,125.00	28,125.00
12/30/20	12/30/20	Matured	3130AFVZ7	FEDERAL HOME LOAN BANK			1,000,000.00		1,000,000.00
12/30/20	12/30/20	Interest	3130AFVZ7	FEDERAL HOME LOAN BANK				12,475.00	12,475.00
12/31/20	12/31/20	Interest	9128287A2	UNITED STATES TREASURY NOTE				8,125.00	8,125.00

Cash Activity USD

Transaction / Trade Date	Settlement / Eff. Date	Activity	Description	Debit Amount / Disbursements	Credit Amount / Receipts
12/01/20	12/01/20	Cash Receipt/Disb	DIVIDEND DDA	13,400.00	
12/01/20	12/01/20	Cash Receipt/Disb	CORPORATE ACTION DDA	1,000,000.00	
12/11/20	12/11/20	Cash Receipt/Disb	DIVIDEND DDA	28,125.00	
12/23/20	12/23/20	ACH/DDA Transaction	DESIGNATED DDA		1,000,036.55
12/23/20	12/23/20	ACH/DDA Transaction	DESIGNATED DDA		1,015,955.44
12/30/20	12/30/20	Cash Receipt/Disb	DIVIDEND DDA	12,475.00	

BEAUFORT-JASPER WATER AND SEWER

Account Number: 1BB88737

Daily Account Activity (Continued)

Your investment transactions during this statement period.

Cash Activity USD

Transaction / Trade Date	Settlement / Eff. Date	Activity	Description	Debit Amount / Disbursements	Credit Amount / Receipts
12/30/20	12/30/20	Cash Receipt/Disb	CORPORATE ACTION DDA	1,000,000.00	
12/31/20	12/31/20	Cash Receipt/Disb	DIVIDEND DDA	8,125.00	



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[Board Meeting Agenda & Minutes](#)
Minutes are posted after Board approval

Sustainability



Sustainability Statement

Mission of the committee and its initiatives can go in this sidebar as a quick glance.



Sustainability initiatives:

- **Water reuse/reclamation for irrigation** – 10 % of wastewater treated in FY20 was re-used beneficially for irrigation (golf courses, sod farm, common areas, residential) instead of discharged to water body or a spray field.
- **Water reuse for wetlands restoration** – 47% of wastewater treated in FY20 was used beneficially for wetlands restoration in the Great Swamp.
- **Savannah River source water quality protection** – Savannah River Clean Water Fund membership and participation. Groton Plantation tract conservation easement.
- **Groundwater protection** – decreased withdrawal from vulnerable Upper Floridan aquifer by connecting LLBH service area to main surface water system in 2014 with Purrysburg Road waterline project, 15 miles of 36-inch waterline. Off-peak (winter) rate for HHI wholesale customer to encourage their use of ASR wells: recharge with surface water in winter, withdraw in summer, and use less groundwater which helps mitigate salt water intrusion.
- **Energy audit at large plants** by Johnson Controls in 2014. Energy self-assessment at Port Royal and Cherry Point in 2018 as part of Partnership for Clean Water. Energy optimization study by Hazen at wastewater plants in 2020.
- **Solar energy** – in 2018, solar PV arrays were constructed at Port Royal WRF and St Helena WWTP, part of a power purchase agreement with SCE&G (now Dominion) resulting in \$400,000 in energy savings from March 2018 to March 2020, equivalent of planting over 50,000 trees, or conserving more than 200,000 gallons of gasoline. Currently exploring expansion of solar energy.
- **Facility improvements** – new HVAC at admin building reduced power consumption by 60%. LED lighting conversion at admin building, plants, and Ops buildings resulting in 70% reduction in energy usage for lighting. New HVAC at Purrysburg WTP with environmentally friendly coolant. LEED certified admin building expansion in 2008.
- **Facility design** - Hardeeville WRF expansion in 2018 was first Envision certified wastewater facility in SC. Similar to LEED Green certification for buildings.
- **Residuals** – in 2020, over 1600 tons of dewatered alum sludge from Purrysburg WTP were hauled to cement plant for recycling instead of landfill disposal. Upcoming (FY21) biosolids master plan will explore beneficial reuse at wastewater plants.
- **Energy tracking** – daily energy usage at large facilities (Chelsea, Purrysburg, Port Royal, Cherry Point, Hardeeville) is tracked since 2018 when daily data became available from power providers. Monthly power usage at all plants has been monitored since 2013. Consistent energy usage (kwh/mg) at water plants, and annual decrease at wastewater plants (kwh/mg) over the last five years.
- **Electronic reporting** – first in the state to submit electronic Discharge Monitoring Reports (DMR) to SCDHEC and avoid mailing 150 pages per month.



Memorandum

Approvals	Initials	Date
Deputy General Manager	_____	_____
General Manager	_____	_____
Capital Projects Committee	_____	_____
Finance Committee	_____	_____
Board of Directors	_____	_____

TO: Board of Directors

FROM: Jeremy Sponseller

COPY: Joe Mantua, Sarah Linkimer, Kenneth Frazier, Rebecca Bowyer, Andrew Dudley

DATE: January 13, 2021

SUBJECT: Budget Adjustment - CIP-1990 Point South Sewer System Rehab
Contract Award - CIP-1990 Point South Sewer System Rehab

CIP-1990 is a Board Approved project to conduct an investigative assessment and to implement repairs to the Point South Gravity Sewer System located near Yemassee, SC. The overall project scope includes preparation of a detailed engineering assessment report on the current condition of the Point South Gravity Sewer System, recommendation of repair strategies for identified deficiencies, and implementation of repairs in order to restore the Point South Sewer System’s operational efficiency and integrity. AECOM has prepared construction plans per recommendations from their assessment of the Point South sewer system. Major work items include, but are not limited to:

- Point repairs of identified gravity sewer sections in need of replacement
- Pipe bursting approximately 330 LF of 8-inch sewer pipe
- CIPP lining of approximately 700 LF of sewer pipe
- Mechanical heavy cleaning and root removal within the sewer mains
- Cleaning of all sewer service laterals
- Rehabilitation and repair of manholes
- Resurfacing approximately 1200 SY of asphalt pavement
- CCTV of sewer system before and after construction activities

A Request for Bids was posted to the BJWSA electronic bidding portal Bonfire on November 2nd, 2020. There were no responses to this bid. A Request for Bids was posted again on Bonfire on December 7th, 2020. Seven (7) contractors subsequently requested plans and two (2) contractors ultimately submitted bids. A summary of the bids, opened on January 5th, 2021 at 1:45 pm, are listed below:

	<u>Bid</u>
1. Southeast Pipe Survey, Inc.	\$ 579,786.60
2. Tri-Star Contractors, Inc.	\$ 592,105.00

AECOM has reviewed the bids and the qualifications, and has provided a letter of recommendation to BJWSA for the low bidder Southeast Pipe Survey, Inc. Staff agrees with the recommendation from AECOM and would request adding an owner’s contingency of \$75,000 to the bid amount.

The total budget for this project is \$500,000 funded from C&D with \$348,000 currently unencumbered and available. This budget was a preliminary budget created prior to the assessment. The cost estimates from

the assessment were prepared after the FY21 budget was set and therefore not updated. As a result, the project requires a budget adjustment in the amount of \$306,786.60, which includes the \$75,000 owner-controlled contingency.

With this memo, staff is asking the Board to approve:

1. CIP-1990 budget adjustment in the amount of \$306,786.60, to be funded through from C&D.
2. CIP-1990 contract award to Southeast Pipe Survey, Inc., in the amount of \$579,786.60



Memorandum

Approvals	Initials	Date
Deputy General Manager	_____	_____
General Manager	_____	_____
Finance Committee	_____	_____
Board of Directors	_____	_____

TO: Finance Committee
FROM: Tammy Holman
COPY: Linda Tillery, Andy Mattie
DATE: December 28, 2020
SUBJECT: Request for Capital Equipment Purchase Order Approval – John Deere Loader

The current Field Ops John Deere 344E Loader is worn and has reached the end of its life cycle. The purchase of a new, replacement loader is necessary to continue offloading filter media at Purrysburg WTP. The loader is also used for preparation for a hurricane event and is the only wheeled equipment capable of removing large debris from the canal dikes for cleanup after a hurricane.

Pricing was received from Flint Equipment Company of Savannah, GA through Sourcewell's National Cooperative Purchasing Contract, 032119-JDC. The new, replacement loader will be a John Deere 344L with a total cost of 129,500.00.

The FY 21 Budget for the Loader is \$130,000.00.

With this memo, I am requesting approval to issue a purchase order to Flint Equipment Company for a total of \$129,500.00.



Memorandum

Approvals	Initials	Date
Deputy General Manager	_____	_____
General Manager	_____	_____
Capital Projects Committee	_____	_____
Finance Committee	_____	_____
Board of Directors	_____	_____

TO: Board of Directors
FROM: James Clardy
COPY: Joe Mantua, Sarah Linkimer, Kenneth Frasier
DATE: January 20, 2021
SUBJECT: Amending DPPM Appendix G

The purpose of this memo is to request approval to amend Appendix G of the Development Policy and Procedure Manual, Sample Blanket Easement. This amendment will provide an updated Sample Blanket Easement, which better reflects the current policies of the Authority.

The current Sample Blanket Easement does not allow the Authority the rights to extend water and sewer service from existing infrastructure to adjacent parcels without obtaining additional easements from the Grantee. Staff has worked with legal to revise the Sample Blanket Easement document to grant the Authority the right to extend assets with written notice provided to the Grantee thus providing a more efficient system designed to holistically serve a localized basin.

Staff request approval to amend Appendix G of the Development Policy and Procedure Manual to include the revised Sample Blanket Easement.



Memorandum

TO: Board of Directors
FROM: Andrew Mattie
COPY: Joe Mantua, Sarah Linkimer, Linda Tillery
DATE: December 9, 2020
SUBJECT: Residential Alternative Sewer Management Program

Staff have recently been tasked with updating the Residential Alternative Sewer Management Program in order to better clarify the Owner's, Utility Contractor's, and BJWSA's role during construction, and repair or inspection responsibilities. In summary, the revisions consist of the following:

Section I. General Provisions

- Clarifying that simplex grinder stations shall only be used for a single structure. If multiple structures are constructed on a single parcel a duplex grinder station will be required. Per DHEC Reg. 61-67.
- Clarifying that the Owner is responsible for covering the cost to make the connection to gravity sewer if/when it is installed in the area.

Section II. Construction Procedures

- Firmed up language of the program to give BJWSA the authority to determine the location of the pump station on the property, whereas the original document left room for the Owner to decide.
- Provided further explanation to the Owner's responsibility to provide suitable access to, and clearance around the pump station.
- Further clarified the Owner's responsibility to tie into gravity sewer if it were to be installed in the area.
- Clarification of what documentation, and what should be contained in those documents, should be sent by the contractor to BJWSA.
- Clarifying the Contractor's responsibility during construction.

Section III. Operation and Repair

- Clarifying that the Owner is responsible for routine inspection of the pump station to ensure operation and report any problems to BJWSA.
- Clarifying that BJWSA is responsible for inspecting the station at least annually and removing solids from the tank as necessary, per SCDHEC

Attachment 3. Residential Pump Station Agreement

- Changed language to clarify BJWSA's responsibility for repair of the station and not continuous operation and maintenance.
- Provided further clarification of what not to be flushed per BJWSA's sewer use policy.
- Again stated the Owner's responsibility to tie into gravity sewer if it were to be installed in the area and the Owner's responsibility to cover the cost.
- Stated the Owner's responsibility to alert BJWSA of any problems.
- Removed the dollar amount from the Agreement and referenced the Ancillary Fees.
- Changed the term of the Agreement to 10 years from 20 years in case we make changes, and ensured that the agreement was open to modification and amendments during the term relative to fees and state regulation changes.

- Added that the Agreement will be recorded in the Beaufort or Jasper County Register of Deeds by BJWSA.

This update is provided for your information at this time. The complete revised policy will be presented for Board review with request for approval at the January Board Meeting.



Residential Alternative Sewer Management Program

Procedures and Specifications

Revised: November 2020

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Section I. General Provisions

A. Intent of the Program

The intent of the program is to provide an alternative means for a single-family dwelling to obtain a service connection to the Authority's sewer system using a connection to a pressurized force main if gravity sewer is unavailable. The connection may be for an existing residence or a house under construction.

The Alternative Residential Sewer System, which replaces an on-site septic system, utilizes a sewage collection and disposal system comprised of a gravity sewer lateral from the house, a pump station, and a pressurized force main that discharges collected flows to a larger existing force main.

The following criteria will be used to determine the feasibility of using the alternative sewer program for a single-family dwelling:

1. Gravity sewer is not available within 300 FT of the property as defined in BJWSA's Sewer Use Regulations.
2. The property owner making the request must be a BJWSA water customer or become one at the time sewer service is established.
3. The property must be located adjacent to an existing BJWSA sewer force main (i.e. at least one property boundary must border an existing BJWSA sewer force main).
4. Capacity must be available in the existing force main to accept the additional flows.
5. The existing force main cannot be classified as "Sewer Transmission Main".
 - a) The user may only be a single-family dwelling. If multiple structures on a single parcel are to be served by a single pump station, a duplex pump station is required and popping sewer cleanouts will be required at the cleanouts adjacent to each structure. If a structure is added to an existing property at a later date, the Owner must notify BJWSA prior to the addition, and the owner must upgrade the Sewer Facilities as required.
6. Owner must connect to a gravity sewer system if or when it becomes available, at the expense of the Owner

B. Application for Service

In order to utilize this system, the Owner must submit an Alternate Sewer Service Application (see Attachment 1) to the BJWSA Engineering Department for review. If any questions arise while completing this application, the Owner should call 843-987-8021 for assistance. It may be necessary for a BJWSA employee to visit the property to assist the Owner in the completion of the application.

C. Review Application

Once BJWSA receives the service application, staff will review the above criteria to determine if the alternate sewer connection is a viable option for the property. The application review will normally be completed within 2 weeks of receiving the application. The review may involve another site visit and additional discussions with the homeowner.

D. Notification

When the review of the service application is complete, the owner will be notified in writing by BJWSA of the approval status. Applicants meeting criteria herein will also be provided a list of applicable pre-construction fees required, including:

1. Wastewater capital contribution (capacity) fee
2. Sewer tap fee
3. Sewer lateral inspection fee

Fees must be paid or a payment plan established prior to proceeding with construction of the approved sewer system. The owner may apply for BJWSA's Deferred Fee Payment Plan to divide the capacity fee in equal monthly payments not to exceed 5 years. The Deferred Fee Payment application will be accepted if the owner meets the criteria and conditions in accordance with the Deferred Fee Payment Plan.

Section II. Construction Procedures

A. Owner's Responsibility

Once the Application for Service is approved, the following will be the Owner's responsibility:

1. The owner will be required to hire a licensed electrical and a licensed utility contractor(s) approved by BJWSA to install an approved grinder pump station and force main as set forth in current BJWSA Specifications and in compliance with the attached details. BJWSA suggests getting at least two (2) bids.
2. The location of the pump station will be determined based on the following criteria:
 - a. Providing all weather drivable and unobstructed access within 5' of the pump station for maintenance around pump station components. Obstructions include but are not limited to, locked gates, animals, fencing, mailboxes, etc.
 - b. Leaving the area within five (5) feet of the pump station clear of trees and/or bushes.
 - c. Providing truck access to the pump station site, necessary for emergency service.
3. The owner must agree to enter into a mutual Residential Pump Station Agreement with BJWSA. (See Attachment 3)
4. The sewer lateral from the home to the pump station wet-well may not be connected prior to the service authorization and permit to operate being issued by BJWSA. The owner's plumber is required to call BJWSA Field Operations Department for a sewer inspection before any portion of the sewer lateral is covered.
5. Upon BJWSA issuing the service authorization and permit to operate, the Owner must abandon the existing septic tank and drain field in accordance with SC DHEC regulations.
6. In the event gravity sewer is proposed in the area surrounding this property, the property Owner must vote in favor of the gravity sewer installation. It is the Owners responsibility to pay associated fees and construction costs to immediately connect to the new system

after installation, to abandon the existing connection to the force main, and abandonment of the pump station.

7. The property owner agrees to pay the reoccurring monthly fees for the services as outlined in the Residential Pump Station Agreement.

B. BJWSA's Responsibility

1. Determine the appropriate location of the grinder pump station, discharge force main routing, and tap location to existing force main meeting the requirements of Section A.2. above and attached details.
2. Schedule a pre-construction meeting with the customer's licensed utility contractor and licensed electrician once the Pump Station Service Agreement has been signed, fees are paid, and submittals are approved.
3. Tap the existing BJWSA force main after installation of tapping valve by the owner's contractor.
4. Verify constructed system meets BJWSA requirements.
5. Add pump station and its discharge force main into BJWSA's mapping/data management system.

C. Licensed Contractor's Responsibility

1. Submit a site plan or plat of the property with footprint of structures. This will be used by BJWSA to determine the proposed location of grinder pump station, force main routing, service connection to the existing BJWSA force main, and all-weather access. If multiple structures are proposed on a single parcel then the contractor must also include the location of the automatic popping sewer cleanouts.
2. Acquire all necessary permits from SCDOT and the City/County Building Codes Department.
3. Submit shop drawings to BJWSA for approval.
4. Set up pre-construction (PreCon) meeting with BJWSA once shop drawings are approved. No installation work is to start prior to PreCon.
5. Notify BJWSA's assigned inspector 72 hours in advance of receiving materials/starting construction.
6. Construct the system to BJWSA specifications in the location identified on approved application.
7. Connect the grinder pump station to the Owner's power source, confirm the location of the house sewer outlet, plan the wiring and piping routes through the yard from residence to grinder pump station & install the complete sewer disposal system.
8. Pay for and arrange for sewer tap. Contractor(s) are responsible to coordinate periodic construction inspections and final draw down.
9. Provide all-weather access to the pump station.

-
10. Provide to BJWSA's inspector a record drawing of complete force main routing.
 11. Abandon existing septic system and backfill septic tank per DHEC regulations and specifications.

D. Acceptance of System

1. Prior to the pre-construction meeting, the Owner must provide BJWSA with an executed "Residential Pump Station Agreement"
2. If the pump station is located inside the homeowner's property, then a utility and access easement will be required allowing BJWSA access to the pump station and force main for repairs.
3. The grinder pump system must be approved prior to connection to the house system. Following approved completion of installation of the grinder pump system, BJWSA's Field Operations department will inspect the gravity system from the house to the pump station.

Section III. Operation & Repair

A. Activating the System

Upon approval of the final inspection and receipt of all paper work, BJWSA will notify the Owner in writing that the valve to the force main has been opened and is ready to receive flows. This final approval will also be forwarded to the Building Codes if a Certificate of Occupancy is pending.

The BJWSA Customer Service Department will begin billing the customer monthly for sewer service starting on the date of final approval.

B. Repair of the System

The Owner is responsible for performing any routine inspection needed to insure sewer facilities, including any automatic popping cleanout required, are functioning and in good working order. The Owner is also responsible for reporting any deficiencies or alarms to BJWSA immediately at 843-987-9200.

BJWSA shall inspect the tanks at least on a yearly basis, and must pump the solids from the tank and haul them to an approved destination, as required. BJWSA shall provide repair of the system, from the Owner's pump station and ending at the Owner's property line. BJWSA will maintain an adequate reserve stock of spare pumps and parts to ensure service to the customer. Should the customer experience problems related to normal usage, BJWSA will perform the repairs at no additional charge to the customer. If it is determined by BJWSA that a repair or cleaning to the grinder system is due to the customer's negligence, carelessness or abuse, the customer will be billed for the full costs of the repairs, including materials and labor.

C. Proper Use of the System

All BJWSA sewer customers, including alternate sewer customers, must adhere to the BJWSA Sewer Use Regulation. This regulation states that it is strictly forbidden to deposit,

pour or flush objectionable waste, including but not limited to, paints, fats, oils, flammables, toxic chemicals, corrosives, bio-medical waste, wipes, dental floss, etc. into the public sewer system.

Section IV. Project Flow

Sequence	Step	Responsible party	Response
1.	Alternative Sewer Management Program	Owner receives copy of Alternative Sewer Management Program	Owner returns completed “ <u>Alternate Sewer Service Application</u> ” form to BJWSA and becomes familiar with Program.
2.	Contractor Selection	Owner selects approved Electrician and Utility Contractor	BJWSA will provide the owner with a list of local contractors to assist with the planning and budgeting of the project. The Utility contractor must have a valid SC utility license with a WL classification. Electrician must have a valid SC electrical license.
3.	Submit a plat/site plan of the property	Contractor submits to BJWSA	Submit a plat or site plan with structure locations to BJWSA’s DRT per Section 2.C.1.
4.	Submittals	Contractors furnishes submittals to BJWSA	BJWSA Approval is required to move forward to PreCon.
5.	Residential Pump Station Agreement	Signed by Owner and submitted to BJWSA	Once received, BJWSA will execute the agreement and schedule a PreCon to start Work.
6.	PreCon	On site w/Owner, Contractor, Electrician, BJWSA Manager and Inspector	Finalizes layout of system and addresses potential construction issues.
7.	Construction	Contractors coordinate with BJWSA inspector as the system is installed	BJWSA inspects system installation and witnesses test.
8.	Final Inspection/ Closeout	Contractor, Electrician, BJWSA Inspector	Final inspection and submit closeout document per PreCon minutes.

9.	Correct any Deficiencies	Contractor and Electrician	BJWSA Documents deficiencies have been addressed
10.	GPS	BJWSA locates GPS coordinates of pump station and discharge line	Coordinate information is incorporated into BJWSA mapping system
11.	Accept system	BJWSA and Owner	BJWSA accepts flow and repair responsibility of the residential alternative sewer system; BJWSA begins billing Owner monthly sewer fees for sewer service.

Section V. Attachments

Attachment 1	Alternate Sewer Service Application
Attachment 2	Instruction for Execution of Residential Pump Station Agreement
Attachment 3	Residential Pump Station Agreement
Attachment 4	Construction Drawing AS-1; Residential Piping Plan AS-2; 2" Connection to Force Main S-21; PS Residential Control Panel S-22; PS Simplex Grinder Pump Station

Attachment 1 - Alternate Sewer Service Application

To qualify for an alternate sewer connection, gravity sewer must be unavailable, the customer must be a BJWSA water customer or become one as part of this process, a pressurized sewer force main must be located adjacent to at least one boundary of the parcel in question, adequate capacity must be available in the force main that the customer would tap for service and the connection must be for one single family dwelling. Therefore, this application has been developed so that BJWSA staff can determine whether an alternate sewer connection is a viable solution for the applicant. Please complete the application thoroughly and review the drawings included with this document to become familiar with the alternate sewer system.

Owner Name _____

Mailing Address _____

Physical Address _____

Phone _____ Email _____

Property Tax Map Number

Is application for an existing home or proposed home?

Is the residence occupied full time or part time?

Existing BJWSA Water Account Number

Attachment 2 -- Instruction for Execution of the Residential Pump Station Agreement

In order to comply with South Carolina law, it is necessary that the attached Residential Pump Station Agreement be completed in strict compliance with these instructions.

This document must be signed in the presence of two witnesses, one of whom (the Second Witness) must be a Notary Public.

Complete required information on Page 11.

Both party's provide current mailing address in Section Q. and complete Page 13.

Owner must execute by signing Signatory with witness & notary on Page 14.

BJWSA must execute by signing Signatory with witness & notary on Page 15.

Attachment 3 -- Residential Pump Station Agreement

Beaufort-Jasper Water and Sewer Authority

Residential Pump Station Agreement

This Agreement is made and entered into by and between Beaufort-Jasper Water & Sewer Authority, (hereinafter referred to as BJWSA) and _____, (hereinafter referred to as "Owner")

WITNESSETH:

- A. That, in consideration of the mutual covenants and agreements hereinafter contained, the parties hereto, for themselves, Owner's successors and assigns, do agree with each other that BJWSA shall be responsible for the operation and repair of a residential pump station and force main owned by Owner (hereinafter "sewer facilities") connecting to a BJWSA-owned sewer force main. The Owner's sewer facilities must meet the design and construction standards of BJWSA and must be approved by BJWSA before service is initiated.
- B. The sewer facilities will serve that certain parcel of land located at:
_____ (street address)
_____ (subject property/lot number) _____ (tax map number)
_____ (County) and said sewer facilities being described as beginning at the Owner's pump station and ending at the Owner's property line. (Owner must attach their recorded deed to the property.)
- C. Owner agrees that it is his/her responsibility to perform any routine inspections needed to insure sewer facilities, including any automatic popping cleanouts required, are functioning and in good working order. Owner also agrees to report any deficiencies or alarms to BJWSA immediately at 843-987-9200.
- D. Owner agrees that the sewer facilities are only for the transporting of residential domestic wastewater into the BJWSA system and agrees to prevent any non-domestic or commercial wastewater from entering these facilities.
- E. BJWSA or its agent shall operate and provide repair services to the sewer facilities described above. Such operation and repair services are more specifically described as follows:
1. Response and Repair to:
 - a) Wet-well (including emergency cleaning)
 - b) Valves and fittings
 - c) Level controls
 - d) Pumps
 - e) Force main pipe

-
- f) Electrical equipment (from the external main disconnect located beside the control panel to the pump)
2. Repair costs:
- b) BJWSA, at its cost, will repair or replace the above items damaged by normal wear and use.
- c) The Owner will be responsible for damages caused by negligence on the part of the Owner or his representatives, acts of nature and for any damage caused by any party other than BJWSA. It is strictly forbidden to deposit, pour or flush objectionable waste, including but not limited to, paints, fats, oils, flammables, toxic chemicals, corrosives, bio-medical waste, wipes, floss, etc. into the sewer pump station. Owner will immediately notify BJWSA of any damage, equipment failure, alarms, or other indication of malfunction regardless of cause.
- d) The Owner, at his cost, will maintain the service line(s) from any house or building to the pump station wet-well. BJWSA, at its cost, will maintain the piping from the pump station to the sewer force main. The Owner will be responsible for damages to the pipe caused by negligence on the part of the Owner, his representative, or acts of nature. The user may only be a single-family dwelling. If multiple structures on a single parcel are to be served by a single pump station, a duplex pump station is required and popping sewer cleanouts will be required at the cleanouts adjacent to each structure. If a structure is added to an existing property at a later date, the Owner must notify BJWSA prior to the addition, and the owner must upgrade the Sewer Facilities as required.
- e) The Owner or the Owner's contractor shall be responsible for extending power service to the grinder pump station location and terminating this with an external permanent disconnect adjacent to the control panel. All wiring and electrical components shall be approved by BJWSA prior to installation. The extension of electrical power must be permitted in accordance with the appropriate County Building Code and installed by a licensed electrician. The entire installation shall be inspected and approved by BJWSA and the County prior to activation. The Owner shall be responsible for and pay any and all power bills associated with the operation of the sewer facilities. The Owner shall also be responsible for any insurance covering the pump station, yard piping and appurtenances.
- f) Owner agrees to grant BJWSA reasonable and timely access to operate and repair or replace the sewer facilities and agrees to hold BJWSA and its representatives harmless for any loss of use or damage resulting from failure of the sewer facilities or from efforts of BJWSA to operate or repair same.
- F. The Owner agrees to comply with the rules and regulations of BJWSA, as they now exist or as they may be amended in the future and with the terms and conditions of this Agreement and fully understands and agrees that failure to do so may result in termination of service and/or other action as deemed appropriate by BJWSA. Also, the Owner agrees to notify future owner(s) of the property that this Residential Pump Station Agreement has been properly recorded at the County's Deeds and Records office.
- G. Should gravity sewer be proposed adjacent to this subject property and a petition be circulated, the Owner agrees to vote YES and otherwise act favorably to proposed gravity system.
- H. Should gravity sewer be installed adjacent to this subject property the Owner agrees to pay all associated fees and construction costs and immediately connect to the new gravity system after installation, and abandon the existing connection to the force main and sewer pump station.
- I. Until the development of other wastewater collection systems make the within described wastewater facilities unnecessary, or service is discontinued to the property, the Owner understands that this Agreement will remain in full force and effect and that it shall be conveyed with the property.

- J. In the event service is discontinued and a request for reconnection is received, the Owner shall pay all costs associated with the reconnection and start-up (to include all components previously mentioned in this Agreement.).
- K. When alerted to a problem by the Owner, BJWSA will inspect and test the pump station in the event of a hydraulic, mechanical, or electrical malfunction in order to define and correct the cause of any problem(s). If the malfunction occurred do to normal wear and use, repairs will be made in accordance with paragraph B.2.a, and repairs will be covered by the monthly Agreement/service rate. If it is determined that the malfunction is a result of negligence in accordance with paragraph B.2.b, such services and/or parts will be billed at cost plus an hourly or flat rate for labor and equipment used in the repair effort as established in BJWSA's current Ancillary charges, plus any actual cost of materials or parts not included in BJWSA's current Ancillary charges (including shipping and taxes, if any). The Owner shall cause bill to be paid within thirty (30) days from the date of invoice. If the Owner does not pay this bill, BJWSA may pursue any legal remedies available and Owner will be responsible for all attorney fees and all costs involved. Sewer and/or water service may also be terminated if payment of all charges is not made in a timely manner.
- L. In consideration of and as compensation for the services to be furnished under this Agreement, the Owner agrees to pay BJWSA (in addition to normal sewer processing fees) the Residential Grinder Fee in accordance with BJWSA's current Ancillary Charges.
- M. This Agreement is for a term of 120 months from the date of execution unless sooner terminated under separate provisions as set forth herein.
- N. This Agreement is subject to modification and amendments during the term relative to fees and state regulation changes.
- O. This Agreement will be duly recorded in the Beaufort or Jasper County Register of Deeds by BJWSA.
- P. This Agreement may be renewed as appropriate by the Agreement of both parties.
- Q. This Agreement may be terminated by either party upon thirty (30) days written notice to the other. Said written notice accompanied with payment of any outstanding balance may be delivered by U.S. Mail postage prepaid, or in person at the following address:

As to BJWSA:
 BJWSA
 c/o Customer Service
 6 Snake Rd.
 Okatie, SC 29901

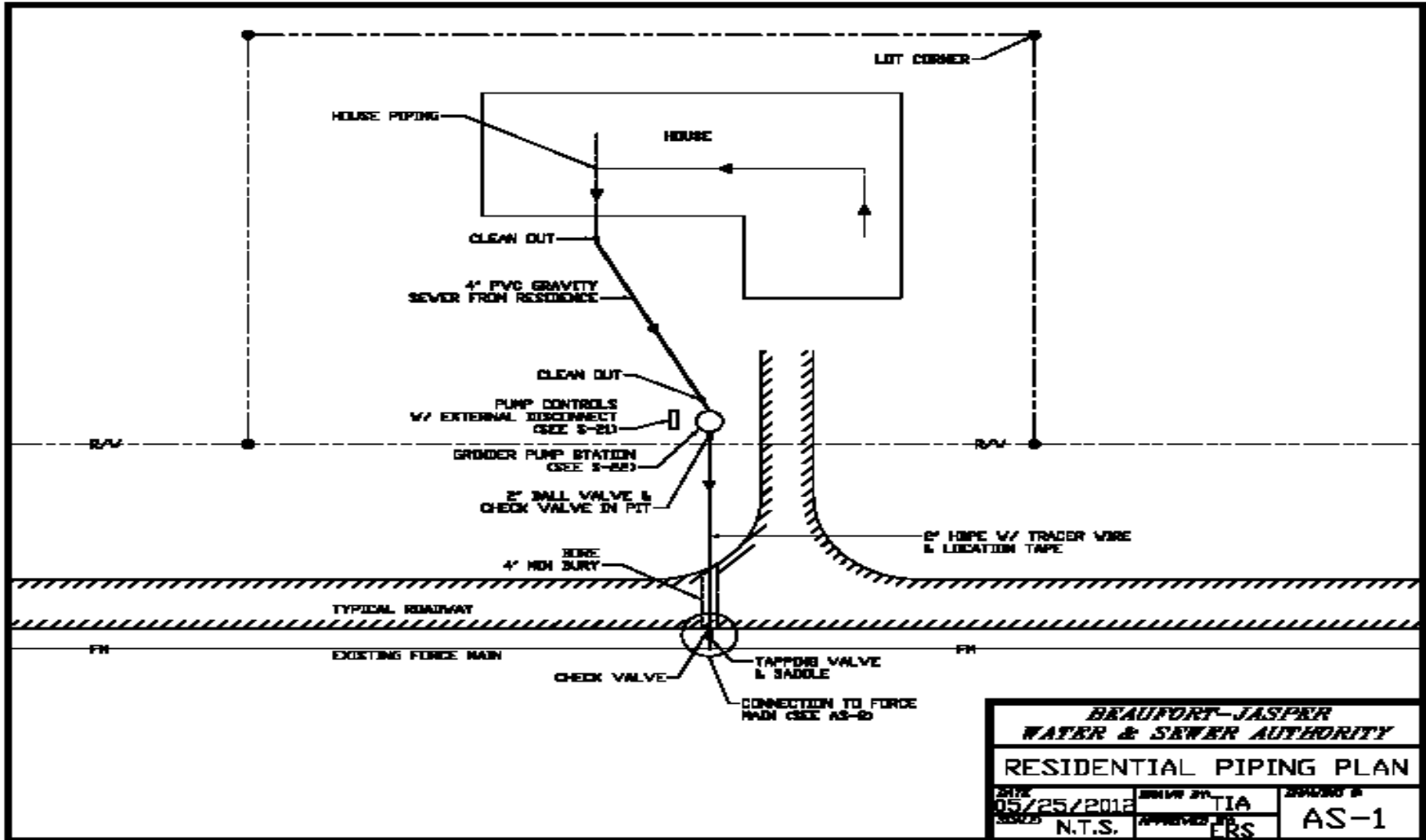
As to Owner:

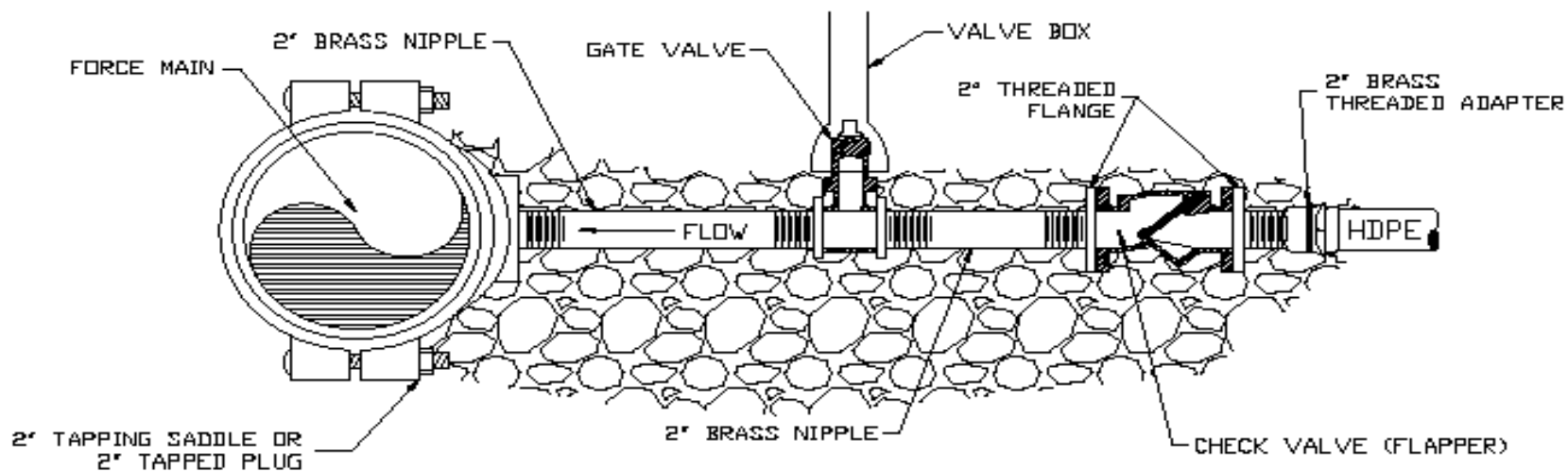
A copy of the written notice of termination shall be delivered by the initiating party to the South Carolina Department of Health and Environmental Control with address 104 Parker Drive, Beaufort, South Carolina, 29906. The Owner understands and agrees that should this Agreement be terminated, the wastewater facilities will be disconnected from the BJWSA system, at the cost of the Owner, and will not be reconnected without the signature of another Agreement with BJWSA.

- R. BJWSA shall commence performing the aforesaid services upon execution of this Agreement, operational approval of the pump station by BJWSA, and compliance with all other requirements of BJWSA as applicable. This Agreement shall inure and bind the parties and their heirs, successors and assigns.

IN WITNESS WHEREOF, Owner and BJWSA have caused these presents to be executed on their behalf as of this _____ day of _____, 20____.

Attachment 4 -- Construction Drawings

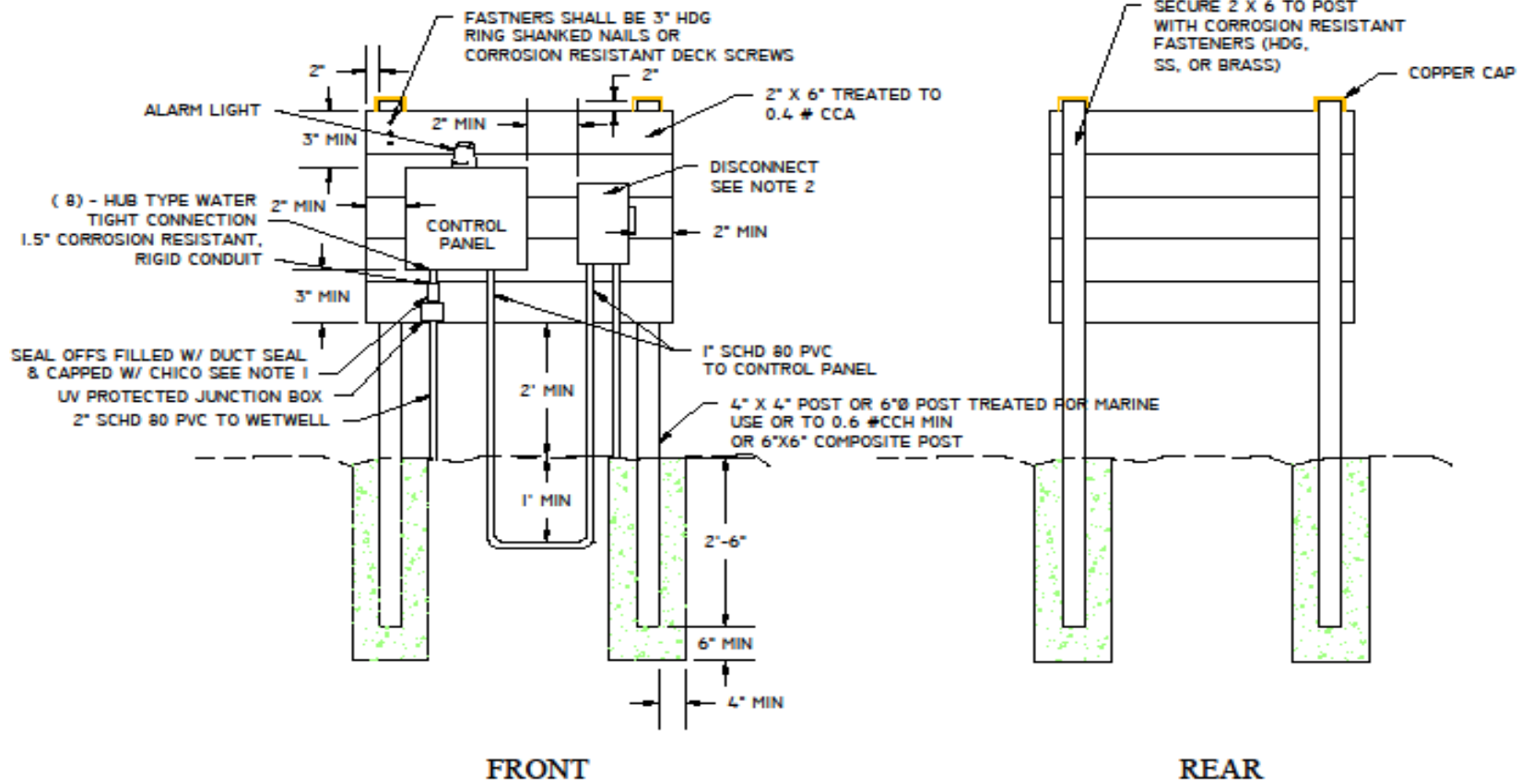




NOTES:

1. SUPPORT VALVE ASSEMBLY WITH #57 STONE. (STONE TO EXTEND MINIMUM OF 6" UNDER MAIN)

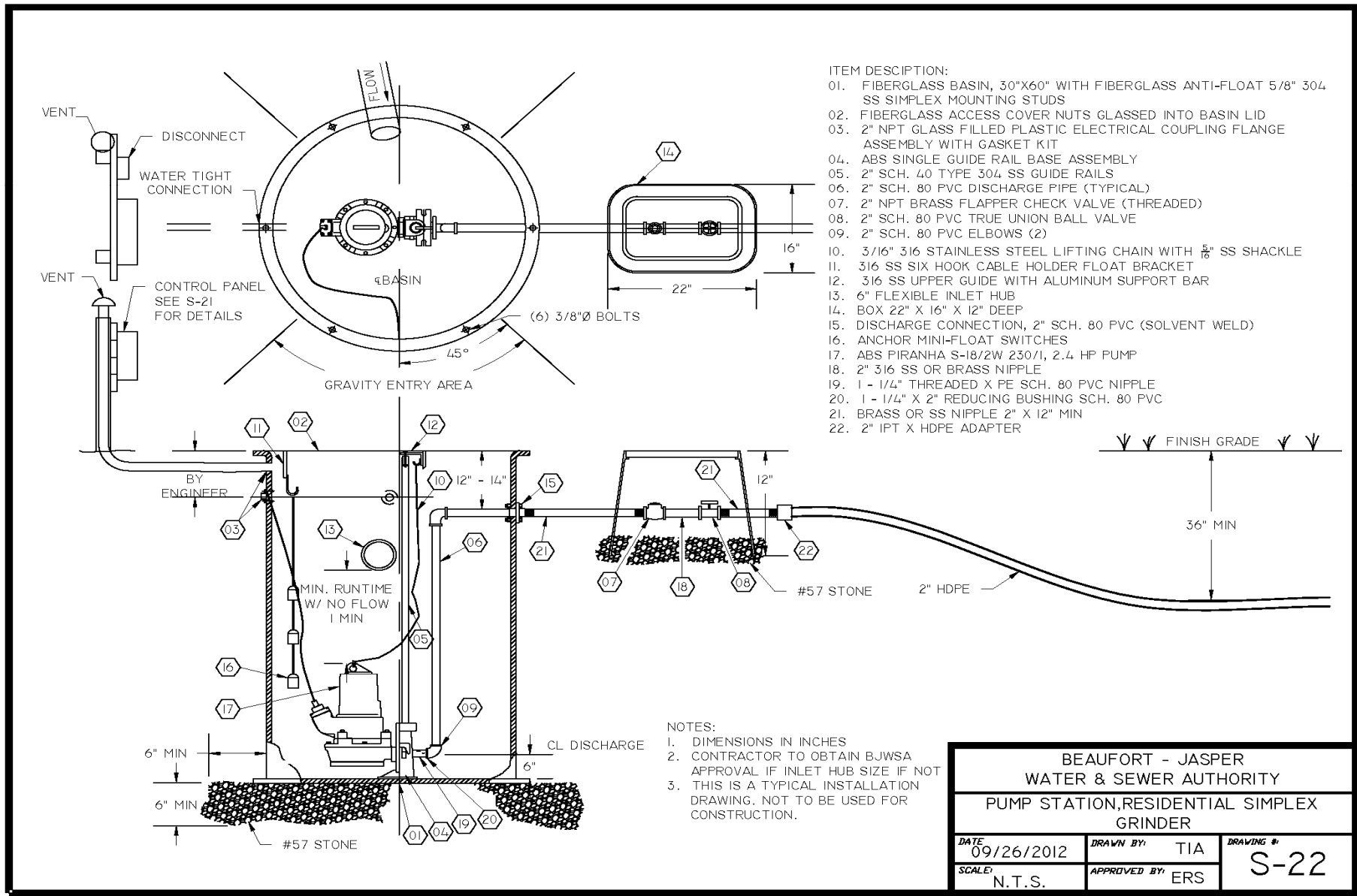
<i>BEAUFORT-JASPER WATER & SEWER AUTHORITY</i>		
2" CONNECTION TO FORCE MAIN		
DATE 3/25/2012	DRAWN BY TIA	DRAWING #
SCALE N.T.S.	APPROVED BY FRS	AS-2



NOTES:

1. BJWSA INSPECTOR TO BE PRESENT DURING FILLING.
2. DISCONNECT SERVICE BACK TO HOUSE IS OWNER'S RESPONSIBILITY.
3. CONDUIT ABOVE THE JUNCTION BOX MAY BE 1.5".

BEAUFORT - JASPER WATER & SEWER AUTHORITY			
PUMP STATION RESIDENTIAL CONTROL PANEL			
DATE	DESIGN BY	TIA	APPROVED BY
05/25/12			
SCALE	APPROVED BY	ERS	S-21
N.T.S.			



- ITEM DESCRIPTION:
- 01. FIBERGLASS BASIN, 30"X60" WITH FIBERGLASS ANTI-FLOAT 5/8" 304 SS SIMPLEX MOUNTING STUDS
 - 02. FIBERGLASS ACCESS COVER NUTS GLASSED INTO BASIN LID
 - 03. 2" NPT GLASS FILLED PLASTIC ELECTRICAL COUPLING FLANGE ASSEMBLY WITH GASKET KIT
 - 04. ABS SINGLE GUIDE RAIL BASE ASSEMBLY
 - 05. 2" SCH. 40 TYPE 304 SS GUIDE RAILS
 - 06. 2" SCH. 80 PVC DISCHARGE PIPE (TYPICAL)
 - 07. 2" NPT BRASS FLAPPER CHECK VALVE (THREADED)
 - 08. 2" SCH. 80 PVC TRUE UNION BALL VALVE
 - 09. 2" SCH. 80 PVC ELBOWS (2)
 - 10. 3/16" 316 STAINLESS STEEL LIFTING CHAIN WITH 5/16" SS SHACKLE
 - 11. 316 SS SIX HOOK CABLE HOLDER FLOAT BRACKET
 - 12. 316 SS UPPER GUIDE WITH ALUMINUM SUPPORT BAR
 - 13. 6" FLEXIBLE INLET HUB
 - 14. BOX 22" X 16" X 12" DEEP
 - 15. DISCHARGE CONNECTION, 2" SCH. 80 PVC (SOLVENT WELD)
 - 16. ANCHOR MINI-FLOAT SWITCHES
 - 17. ABS PIRANHA S-18/2W 230/1, 2.4 HP PUMP
 - 18. 2" 316 SS OR BRASS NIPPLE
 - 19. 1 - 1/4" THREADED X PE SCH. 80 PVC NIPPLE
 - 20. 1 - 1/4" X 2" REDUCING BUSHING SCH. 80 PVC
 - 21. BRASS OR SS NIPPLE 2" X 12" MIN
 - 22. 2" IPT X HDPE ADAPTER

- NOTES:
- 1. DIMENSIONS IN INCHES
 - 2. CONTRACTOR TO OBTAIN BJWSA APPROVAL IF INLET HUB SIZE IF NOT
 - 3. THIS IS A TYPICAL INSTALLATION DRAWING. NOT TO BE USED FOR CONSTRUCTION.

BEAUFORT - JASPER WATER & SEWER AUTHORITY		
PUMP STATION, RESIDENTIAL SIMPLEX GRINDER		
DATE 09/26/2012	DRAWN BY: TIA	DRAWING #: S-22
SCALE: N.T.S.	APPROVED BY: ERS	



Memorandum

Approvals	Initials	Date
Deputy General Manager	_____	_____
General Manager	_____	_____
Personnel Committee	_____	_____
Capital Proj Committee	_____	_____
Finance Committee	_____	_____
Board of Directors	_____	_____

TO: Board of Directors
FROM: Tammy Holman
COPY: Joe Mantua, Sarah Linkimer
DATE: January 12, 2021
SUBJECT: Purchasing Policy Update

Organizational changes were implemented at BJWSA during FY 2020. The Purchasing Policy should be updated and aligned to reflect those changes. The proposed updates to Section 2-302 Purchase Order Approval Requirements and Section 3-401 Change Order Procedures – Approval Requirements are attached for your review and approval. You will notice the Chief level of approvals have been incorporated. Internal review and comments regarding the updated policy have been completed by senior staff.

An update is also requested to Part F - Information Technology Purchases, Section 2-601 Program Description. This update is necessary to clarify purchasing procedures for all peripherals and non-system affecting devices regardless of cost as well as cybersecurity impacts.

Upon your approvals, the revisions presented in the attached document will be used to govern all purchases set forth on behalf of BJWSA.

2-301 Purchase Order Approval Requirements

Purchase Orders for all goods and services, including all Construction Services unless excluded elsewhere in this policy, must be approved at the following requisition levels prior to execution by the Procurement & Risk Manager:

- (a) Under \$5,000 must be approved by supervisor(s);
- (b) Over \$5,000 must also be approved by Manager(s)
- (c) Over \$10,000 must also be approved by Director(s)
- (d) Adding approval level: Over \$25,000 must be also be approved by Chief(s)
- (e) Over \$50,000 must also be approved by the Deputy General Manager
- (f) Over \$75,000 must also be approved by the General Manager
- (g) Over \$100,000 must be approved by the Board except for the following:
Blanket purchase orders for chemicals over \$100,000.00 may be issued to chemical suppliers for the amounts approved by the Board in the Operating Budget. Whenever the blanket purchase order funds have been expended, any increase will require Board Approval.

Purchase Orders over \$100,000 for CIPs must be submitted to the Capital Projects committee of the Board for review. Purchase Orders over \$100,000 for O&M accounts must be submitted to the Finance Committee of the Board for review. If the respective Committees approve the expenditure, then the respective purchase must be brought to the full board for approval prior to the purchase.

Part D - Change Order Procedures

3-401 Approval Requirements

(1) Change Orders on Purchase Orders and Contracts, including all Construction Services unless excluded elsewhere in this policy, must be appropriately documented, stating the reason for the change, financial impact, and referencing the original Purchase Order number. The following approvals are required for each contract prior to execution by the Procurement & Risk Manager:

- (a) Under \$5,000, individually or aggregately, must be approved by the supervisor;
- (b) Over \$5,000, individually or aggregately, must also be approved by the Manager
- (c) Over \$10,000, individually or aggregately, must also be approved by the Director
- (d) Adding approval level: Over \$25,000, individually or aggregately, must also be approved by the Chief
- (e) Over \$50,000, individually or aggregately, must also be approved by the Deputy General Manager
- (f) Over \$75,000, individually or aggregately, must also be approved by the General Manager
- (g) Over \$100,000, individually or aggregately, must be approved by the Board.

Once aggregate or individual amount is met, all subsequent change orders must be approved by respective approval level.

Part F – Information Technology Purchases

2-601 Program Description – Contains current policy language

(1) Purchases of any and all data processing equipment, software or services must be approved for connectivity and procured through the Information Technology Department (IT). IT is to ensure that the procurement of information technology hardware, software and services follow established Authority policies and guidelines, that due diligence is performed to ensure compatibility with existing systems and policies, that appropriate plans are associated with technology acquisition and that the approval of the Director of Information Technology is obtained prior to a purchase. This policy applies to all technology resources and related services owned, used or operated by the Authority, regardless of the source of funding, location or intended purpose. These resources include but are not limited to: computers and servers of any form factor; software and information systems; technology services, consulting, and maintenance contracts; peripheral equipment (e.g. printers, scanners, etc.); network devices; television, audiovisual, surveillance and projection equipment.

Exceptions: (1) Mice, keyboards and non-system affecting purchases under \$100 may be made by PCard with the approval of the Procurement & Risk Manager.

(1) Non-budgeted items may require the approval of the requestor's Deputy General Manager.

Updated Section to be included after Board approval:

(1) Purchases of any and all computing and data processing equipment, software or services must be approved for use and connectivity shall be procured through the Information Technology Department (IT). IT is to ensure that the procurement of all computing and data processing equipment, software and services follow established Authority policies and guidelines, that due diligence is performed to ensure compatibility with existing systems and policies, that the purchase aligns with all applicable cybersecurity controls of the Authority and that the approval of the Director of Information Technology or Information Technology Manager is obtained prior to a purchase. This policy applies to all technology resources and related services owned, used or operated by the Authority, regardless of the source of funding, location or intended purpose. These resources include but are not limited to: computers and servers of any form factor; mobile and cellular devices, software and information systems; technology services, information technology related consulting and maintenance contracts, peripheral equipment (e.g. printers, scanners, keyboards, speakers, etc.), network devices, television, audiovisual, surveillance and projection equipment. Additionally, all departmental procurement plans containing computing and data processing equipment, software or services shall seek IT approval, even if the primary subject of procurement is not technology related. The Director of Information Technology or Information Technology Manager will consider all the above impacts and the potential financial impact of unbudgeted purchase requests. Non-budgeted purchases may require additional approval beyond the IT department depending on the source and amount of funding.



Memorandum

Approvals	Initials	Date
Deputy General Manager	_____	_____
General Manager	_____	_____
Capital Projects Committee	_____	_____
Finance Committee	_____	_____
Board of Directors	_____	_____

TO: Board of Directors
FROM: Andrew Mattie
COPY: Joe Mantua, Sarah Linkimer, Linda Tillery, Kenneth Frazier
DATE: January 25, 2021
SUBJECT: Emergency Contract Award – Sewer Pump Station SS17 Force Main Repair

This memo is a request for the emergency contract award for the replacement of 950 linear feet of 8” force main pipe, originally installed in 1986, for the discharge of sewer pump station SS17. The work will consist of providing all labor, materials, and equipment for installing 950LF of 8” PVC pipe, fittings, and 2 ARV assemblies from the location of previous repairs made November 2015 to the pump station site. Previous repairs were a result of contractor damage during the construction of the Spanish Moss trail.

Failure of the 8” ductile iron force main parallel to the trail on December 20, 2020 resulted in a sanitary sewer overflow which reached the Battery Creek. Field crews responded and made repairs by installing a full circle repair clamp on a baseball sized hole in the pipe. SCDHEC was notified of the overflow and a public notice was issued. Water samples were pulled and testing was performed until bacteria levels in the Battery Creek were normal. On December 24th, 2020 a second failure occurred a few feet from the repair clamp resulting in another SCDHEC reportable sanitary sewer overflow. Field crews responded and upon exposure of the force main it was determined that soil conditions had accelerated corrosion on the outside of the ductile iron pipe. Sixteen linear feet of 8” ductile iron pipe was replaced removing the site of the previous repair and new failure. The condition of the remaining ductile iron pipe was determined to be very poor with a very high likelihood of additional failures.

Carrol Enterprises was consulted on January 4th, 2021 to provide the fastest and least invasive approach to replacing the force main with its close proximity to the Spanish Moss trail and tidal ditch leading to the Battery Creek. Carrol Enterprises’ familiarity with the project, in completing the emergency replacement in November 2015 and an additional replacement east of that location in 2016, made them the prime choice for this replacement project. Completion of this project will mean the replacement of the remaining 8” ductile iron pipe outside of the pump station site and drastically reduce the likelihood of another sanitary sewer overflow impacting the waterway.

The emergency contract award will be in the amount of \$118,730.00 to Carrol Enterprises, LLC. The total budget for the Miscellaneous Wastewater Project is \$150,000.00 funded from C&D with \$72,411.00 encumbered and \$77,589.00 unencumbered and available. The C&D fund is able to absorb the additional \$41,141 needed for this project. Upon contract award, Carrol Enterprises will be available to begin work as early as February 8, 2021.