



Work Session
CCU Conference Room
January 22, 2015
11:30 a.m.

AGENDA

1. GM Report
2. DIVISION REPORTS
 - 2.1 Engineering
 - Land ownership and additional land area requirement for the NDWWTP secondary treatment upgrades.
 - CIP funding shortage to install a GWA SCADA system at 344 water and wastewater sites.
 - Additional engineers needed.
 - Electrical distribution and service need to be replaced in many sewer pump stations.
 - Safety training programs/safety equipment for electricians.
 - Funding allocated to O&M is insufficient.
 - 2.2 Communications
 - Need money.
 - 2.3 Customer Services
 - Delay in procuring or certifying purchases of materials necessary to perform expected functions.
 - Delays in posting of payments in CIS resulting in erroneous terminations for nonpayment on account that is in fact paid in full.
 - Failure on the part of Finance leadership to see the value of collaborative approaches to problems.
 - Need a division Administrative Assistant, more field crew for Collection Unit and need to replace trades helper (apprentice) transferred to Operations.
 - Unreliable and inconsistent reporting from Finance on daily cash received.
 - Leak detection notices stopped with no communication from Finance on why and when; CSRs left to defend billings and why GWA did not inform them of the leak detected on their AMR meters.
 - Phones in call center operations are not at an ideal operating order and causing decline in customer service delivery quality.

- 2.4 Human Resources
 - Resurrect the relationship and/or contract with Alan Searle in order to obtain training on the compensation plan and implementation.
 - 2.5 Water Distribution Department
 - Reduction of budget; lack of monies available to move forward with operational costs and shortage of personnel.
 - 2.6 Water Production Department
 - Dire-needed items placed on B1 status.
 - 2.7 Wastewater Collection Department
 - GWA pumper trucks are down pending maintenance.
 - 1 of 4 pumps in operation at Southern Link Pump Station.
 - 1 of 4 pumps in operation at Route 16 Pump Station.
 - CCTV line cleaning and inspection cannot progress due to Vactor trucks pending repairs.
 - Staffing shortage – need 1 electrician & replacements for 5 retirees.
 - 2.8 Wastewater Treatment Department
 - Chemical purchases for the Agana and Northern facilities, and Resolution of chemical bid contract to the CCU.
 - Design of new Agat WWTP with design team.
 - CIP project for the electrical controls upgrade of the Agana TP centrifuges along with replacement of scrolls for both units. Approximately \$170,000.
 - CIP project for the purchase of 90hp farm tractor with brush hog and side boom cutter to maintain the grounds at Umatac, Inarajan and the new Agat facility. Contractor cost are >\$70,000 annually to perform these services which have been on B1 budget hold for more than 6 months. We need to maintain these grounds and have not been able to due to budget constraints. This will reduce operational budget by utilizing CIP funds. Approximately \$125,000 cost which represents a payback of less than 2 years.
 - 2.9 Compliance and Safety
 - UST renewals.
 - Clarification by CCU on how much support they expect GWA to put in for the Western Pacific Subsection of the Hawaii Section of AWWA (AWWA-HIWPS).
 - Will GWA be supporting a WERI grant during FY2015.
 - 2.10 Finance (by Greg Cruz)
 - 2.11 Legal (by Sam Taylor)
3. ISSUES FOR DISCUSSION
- 3.1 Preparation for 2015 Bond Issuance
 - 3.2 2016 Budget Preparation
 - 3.3 GWA Costs Associated with Office Space at the Gloria B. Nelson Public Service Bldg.

4. PROCUREMENT/CONTRACTS

4.1 Ratification of Chemical Bid –

GWA put out a bid for chemicals (IFB 2014-11) necessary for the Agana WWTP and Northern District WWTP. The next step towards finalizing this procurement process is obtaining CCU approval to enter into a contract with the winning bidders.

4.2 Meter Replacement Program Amendment-

GWA reallocated \$1,500,000 of 2013 Bond funds into the PW 05-07 to continue the replacement of Post 2010 Metron meters. This project is intend to improve revenue.