

Newington Sewer Commission 9/21/16 APPROVED MINUTES

Meeting called to order at 9:01

Present: T. Cole Chairman, T.Field, R.Stern, D.Messier Plant Operator, S.Bullard Utility Partners, E.Leonard Wright-Pierce Engineers.

Minutes: Minutes from 8/17/16 reviewed. Motion by R.Stern to approve, seconded by T.Field. All in favor, approved.

Public Comment: None.

Treasurer's report: Copies of bank statements reviewed, including new fund maintained by the Trustees of the Trust Fund. August report presented and budget reviewed. Two-thirds of sewer payments have been received. Second billing will be due in October. Motion by T.Field to approve, seconded by R. Stern. All in favor, approved.

Manifest Approval: Motion made to approve the 9/21/16 manifest by T.Field in the amount of \$438,703.92. Seconded by R.Stern. All in favor, approved & signed.

Plant operators report: Flows are down from last year, it has been a dry summer. Tons of sludge detailed equals what was billed.

Preventative maintenance was performed as scheduled. J.Hoyt out on medical leave, an Utility Partners employee is on site 2 days a week to assist as needed.

Wright-Pierce 25% complete with upgrade project, things are going smoothly and well. Water has been added to the equalization basin to check for leaks. Waterline will pour the grouted sloped floor soon and then will work on the roof. Next week the generator pad will be poured and they will begin work on the power supply. Things have been hectic, but work moving at a good consistent pace. HVAC work will also begin soon. Waterline has been wonderful to work with.

Old Business: E.Leonard from Wright-Pierce attending to present an update on the upgrade project. The Sewer Commissioners will need to make a decision soon on the bid options for the 2 pump stations. The bids did come in a little higher than anticipated.

Overall the project is 25% completed based on time and has expended 27% of the project budget. The work is running ahead of schedule. The project began in March 2016 and is slated to be completed in Nov 2017. Waterline has an aggressive schedule, and plans to have the project completed in July 2017. E. Leonard has not worked with this company before and they have been great to work with. They are 75+% through the shop drawing submittal phases and deep site work. This is a good place in the project to discuss the pump stations and the contingency budget.

At the June & July Sewer Commission meetings the Commissioners discussed change orders. There are a few more today and then need to discuss the pump stations. 2 handouts were presented to the Commissioners.

First handout – Summary of Change Items. A log of change orders and their status. At top are things that could or need to be changed. A number of unit price items in the contract are things not easily quantified in the design and are shown at bottom. Unit price items are built into bid, if the project uses less then we have a credit. If the project uses more a change order will need to be done. Most items on the log are showing as 0. One major item, BI-14-Ledge Excavation and Disposal indicates a large credit. The cost for the excavation and

disposal was estimated. As the work began it was discovered the ledge was lower than estimated so the costs was less. There will be a credit coming back to the project.

At the top of the page are change order items 1, 2, & 3, plus 5 additional non-numbered potential change orders.

- Plug valve operator – do not have a firm cost. 2 valve operators are below surface. They could be replaced now, they are not used often. They are the original valves. It would be more expensive to replace later if they wear out. Will need to be replaced at some point in the future. Cost listed is an estimated. Does not need to be decided today. Discussion – funds are on hand. All agreed.
- Control building HVAC – will cover the current room and new office, truck bay. 3 pieces modified through EC7. The control building was originally a separate item in case it was not included in plan. Adjusting size of units in main building to accommodate the new office. Adds \$ 3,274.02. Removes a roof unit and adjusts the ductwork. Discussion – all agreed.
- Light fixtures – an error on one schedule. Showed lights w/ letters on schedule. Schedule showed a letter that was not rated correctly for the space. Updated to put correct light in the space, but not in the bid. \$2,417.04 for 7 light fixtures. Discussion – all agreed
- SBR Valve Vault – during structure excavation, a cast in place concrete structure was discovered between the 2 SBR's, which was not on the original site plan. They are encased in concrete. Record drawings showed the SBR's further away from tanks, but they were found side by side. Engineers looked at several options; relocation, elimination of the structure to put valves in the tank, and other ideas. They decided the most cost-effective was to rip out what was in the way. As Built was not accurate to existing conditions, and this is why we have a contingency budget. A handful of days will be needed for wiring and demo for concrete encased wiring and piping. Encased pipes will be removed. Penetrations into tanks are fine. Discussion – all agreed

All change orders are estimated to cost \$48,516.44, the contingency is usually 5% of construction cost. These change orders total equals .6% so the budget will remain in good shape. Discussion ensued and a motion T.Field to accept the change orders as presented with the exception of plug valve operator for a total of \$40,516.44. R.Stern second, all approved.

Second handout on pump station upgrade award scenarios. Handout reviewed as a preamble to the pump station discussion. Second column on form is State Aid Grant eligibility. Wright Pierce will apply for grants, although we may or may not receive one. A grant would include design funds already expended that is not part of the loan. We are not borrowing additional monies for the loan. Additional funds are listed on the handout as it needs to be included in the State Aid Grant paperwork. Total amount equals the \$9,313,000. Some of these expenses have been pre-paid already by the Sewer Commission from existing funds. The third column is the 'as awarded' column. The as-awarded price for Waterline is highlighted, the contract value without the pump stations. Shows nothing for design phase. Lists a contingency of \$262,353, which is 3.7%. It's a little less than they would have liked to start with, but still a lot of money. Through SRF10 payment requisition that came in and out last week. We have just done a change order for \$40,000, which is .6%. That means there is a slightly over 3% contingency to finish the job, which he would expect is plenty. E. Leonard had called Waterline a month ago to discuss things that would impact contingency. Both agreed items that might have changes would not create a large impact on the contingency budget. Water was asked if they would honor the bid price they quoted in January for the pump station work. One of the subcontractors would need to increase price, but otherwise Waterline will honor the bid. Increase for the one subcontractor would be approximately \$6,000 and an additional 90 days.

As a review, one of the pump station is on Shattuck Way across from Custom Pools and the other is located behind Tyco. They are original and have never been updated. Upgrades to the pump stations were placed as a bid alternative in case there was not enough funds, the work would be delayed until a later time. Upgrades to the pump stations would need to happen within the next 3-5 years. What we have in the reserve account now

would cover it the work, but would leave reserves dangerously low if there was a major equipment malfunction. It is more cost effective to do the pump station upgrades now.

Contract values for engineering were for all work at the same time. Engineers can fit extra time in the inspection, will be able to cut back on effort on off-site locations. There may be an impact on the budget for construction management. Construction price is on handout. If we do not increase contingency it will drop from 3.7 to 3.4% - still healthy for the overall project. If pump station upgrades are included it will drop to just below 3%, still in excess of the loan. Approximately \$600,000-\$610,000. A little extra engineering & construction management costs to be determined and added. The monies are available in the reserve account and there is still a couple hundred thousand in regular budget not expended. Monies are available in several accounts. It would decrease the reserve fund below \$500,000, but that will grow with incoming billing. The costs for the upgrades to the pump stations will not be expended until the loan funds are gone, so no bill until mid-2017. Pump stations are original, preventative maintenance is done bi-annually. One major maintenance and 1 minor annually. Commissioners can wait and be forced to do these upgrades down the road or pro-actively do now. Construction is \$577,000 + engineering and construction management. \$620,000 is an estimate.

Discussion ensued between the Commissioners on the reserve account and the costs of major equipment at the plant. This work is eligible for a grant, and an application will be submitted. Although there are no guarantees a grant will be received. There will be some contingency remaining to offset the cost of the pump station work.

Motion made by R. Stern to move forward with plans to include the bid option for the 2 pump stations, T.Field second. All approved

New Business: Semi-annual Budget Committee budget review is 9/21 7pm. Sewer plant staff have been invited to a Safety Day at the Town Hall hosted by Primex. Denis and Jeff may be attending.

Adjournment: 10:08 am.

Respectfully submitted,

Gail Klanchesser