

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY
TECHNICAL COMMITTEE

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Central Brown County Water Authority – Technical Committee** was held on Tuesday, October 10, 2017 at the Municipal Service Building Conference Room – 925 6th Street, DePere, WI

Present: Allouez-Berndt, Bellevue-Geiger, DePere-Thoresen,
Howard-Farr, Lawrence-Minten, Ledgeview-Tenor
Also Present: Dave Vaclavik-Manager
Gary Rosenbeck – McMahon, Inc.

The October 10, 2017 Central Brown County Water Authority-Technical Committee was called to order at 1:30 p.m. by Chairman Scott Thoresen.

Roll Call

Call the Roll for Attendance. Roll Call taken as recorded above.

Approval of the Agenda

Motion made by Allouez, seconded by Howard to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes

September 12, 2017

Motion made by Ledgeview, seconded by Allouez to approve the minutes of September 12, 2017.

MOTION UNANIMOUSLY APPROVED

Appearances - None

Communications – None

Agenda Items:

1. **Proposal from CDM Smith for Engineering services related to 48” Pipe Repair Material Acquisition:**

A proposal from Erin Glomski, PE, Project Manager at CDM Smith regarding this item was reviewed. As outlined previously, the Pipeline System Repair project has several remaining steps for CBCWA to procure equipment required for the installation if a repair would be needed.

Remaining tasks to be provided by CDM include scope and costs for butterfly valves, and for the pipe and its associated appurtenances.

Scope of Work

Task 1

- Prepare Division 0 and Division 1 Documents for Two Procurement Contracts

Task 2

- Advertise Procurement contract and Provide Bidding services

Task 3

- Open Procurement Bids

Task 4

- Review Bids and Recommend Award

Task 5

- Execute procurement Bids

Task 6

- Administer Procurement Contract – This task includes the following:
 - o Conform Contract Documents
 - o Design clarifications and Interpretations
 - o Change Orders, Claims, and Time Extensions
 - o Substitutes
 - o Factory Inspections and Witness Testing
 - o Applications for Payment
 - o Contractor's Completion Documents
 - o Final Notice of Acceptability of the Work and Contract Closeout.
 - o

Task 7

- Review Submittals

Task 8

- Receive Procured Equipment and Store

Task 9 – Update Installation Drawings to Reflect Procured Equipment.

Also included in the CDM Smith proposal are the Owner's Responsibilities and Level of Effort. See information provided for details and a breakdown of costs. CMD requests that the CBCWA contact either Erin Glomski or Dan Lau on how to proceed, stating that if acceptable, they will develop an amendment to the existing contract for signature.

Manager Vaclavik opined that the quoted price of \$41,230 is high when considering the cost of purchasing equipment is near \$100,000.

Further discussion by the committee resulted in a recommendation to reject the proposal from CDM Smith for engineering services related to the 48" pipe repair material acquisition as it was deemed to be excessively costly. The Committee requested a proposal from McMahon, Inc. to be considered at the next meeting.

Motion made by Allouez, seconded by Lawrence to reject the Proposal from CDM Smith for Engineering Services related to 48" Pipe Repair Material Acquisition and request a review of the specifications and a quote from McMahon.
MOTION APPROVED UNANIMOUSLY

2. **Proposal from Hipke Electric in the amount of \$1,200 to install New Outlets at Three Meter Stations:**

A proposal from Hipke Electric to provide dedicated circuits/outlets for dehumidifiers at three locations was reviewed.

- Howard Booster Station – Circuits for 2 Dehumidifiers -	\$ 400.00
- Master Meter Station – Circuits for 1 Dehumidifier	\$ 250.00
- DP-3 – Circuits for 3 dehumidifiers	<u>\$ 550.00</u>
Total	\$ 1,200.00

Mr. Rosenbeck explained that the present dehumidifiers are tripping the circuit breakers and overloading the system, resulting in a need for new circuits and outlets.

Motion made by Howard, seconded by DePere to accept the recommendation of the Engineer and accept the Proposal from Hipke Electric in the amount of \$1,200 to install new outlets at three Meter Stations. MOTION UNANIMOUSLY APPROVED

3. **Final Payment for Connection Station Maintenance Project:**

The Authority has not received a request for final payment. There is still floor painting to be completed. No Action

4. **Hobart Pumping Station Bypass:**

Mr. Rosenbeck reported that this item is under review by the DNR.

5. **CBCWA Master Plan/Member Interconnections:**

Gary Rosenbeck explained this is a work in progress. He will report as plans proceed.

6. **Green Bay Water Emergency Service Connection Study Status:**
The Manager reported that he and Mr. Rosenbeck had a conference call with AECOM and Green Bay Water. A preliminary report is expected within 3 ½ weeks, followed by a final report in two months.
7. **Water Sales Report through September:**
The Manager reported that sales have continued to decrease during the last year.
8. **Valve Ownership and Operation Issues during MPU Valve Exercising Effort:**
Mr. Thoresen and others addressed this issues related to the opening of clay valves during the MPU valve exercise.
9. **Chlorination Equipment:**
This item, on a previous agenda, related to automatic shutoff of chlorination equipment and the potential expense, resulted in a recommendation to refer to McMahan.
10. **Well Ownership:**
The Manager recommended that this item be discussed further after related studies are completed.

There was discussion relative to an inquiry from Aurora Bay Care to connect to the Authority for emergency purposes.

Old Business: None

Next Meeting:

1. **Agenda Items for the November 14, 2017 Meeting**
 - A speaker who is an expert in Strategic Planning/Regionalization is scheduled to make a presentation at 10 a.m. on Monday, November 16, 2017 in DePere.
 - Cityworks Demo (11/20/2017) 1 p.m. – 3 p.m.
Location to be announced

Motion made by Allouez, seconded by Lawrence to adjourn at 2:14 p.m.
MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Rae G. Knippel
Transcription