



**TOWN OF MIAMI
Wastewater Advisory Board Meeting
Wastewater Collection System Replacement Project**

THURSDAY, APRIL 16, 2015 AT 4:00 PM
MIAMI TOWN COUNCIL CHAMBERS
500 W SULLIVAN STREET, MIAMI, ARIZONA 85539

Meeting Minutes

I. Call to Order

Meeting was called to order at 4:00 pm by Jay Spehar.

II. Roll Call

PRESENT: John Trujillo, Ray Webb, Jay Spehar

ABSENT: Rick Powers, Jerry Barnes

III. Approval of Minutes

a. Approval of Minutes from the March 19, 2015 Meeting

- John Trujillo motioned to approve the minutes of the March 19, 2015 meeting. Motion was seconded by Ray Webb – All in favor.

IV. New Business

a. **Project Status Update**

- Ron Hilgart provided a brief update on the wastewater project.
- Pump Station update: As noted in the March Wastewater Advisory Board meeting, two of the three pumps at the Town's lift station are currently out of service and in for repair. A bypass pump is in place to bypass the remaining pump (pump #1) in the event of an emergency. The Town has signed a work order for repairs to pump #2 as it was out of warranty due to damage received from sand and gravel entering the wet well. Wes Sukoskly is working with the vendor to get pump #2 back as quickly as possible. The Town, AMEC, and HilgartWilson met in the field with FNF (the contractor) to discuss the issues with pump #3. At that time, FNF agreed to honor the warranty on pump #3. Since that meeting, however, FNF has gone back to pump supplier, discussed the issue with them, and was given more information from the pump supplier which has caused FNF to now be of the opinion that pump

#3 is not under warranty. The Town has asked for, but has not yet received, additional written information from FNF on why they now believe the pump is not under warranty. FNF has verbally communicated that it appears the pump motor burned up and that someone may have tried restarting it several times. The big push right now is to get pump #2 back. The Town anticipates some parts from pump #3 may be used to fix pump #2, so it may take some time to get pump #3 up and running again. It was noted that the grit, sand, and gravel entering the wet well has recently decreased due to the recent decrease in storm events.

- Jay Spehar asked that if the pump was manually restarted, as believed by FNF, is that enough to invalidate the warranty? Ron Hilgart responded that if the pump motor was overheating and the pump was shutting itself off due to the overheating, and someone kept trying to start it up again, then it could be out of warranty. However, since there has been so much conversation back and forth, the Town needs to get FNF's and the vendor's official stance in writing. Jay Spehar asked if the Town has made any progress on investigating alternatives for minimizing the grit that enters the wet well. Ron Hilgart responded that the project team has discussed different options. One of these would involve installing a weir in the wet well, but there is not enough space in the wet well to do so. A second idea was to possibly turn the inlet flanges for each pump upward, but the project team decided that doing so would not improve the current situation, especially since the middle pump would then take on even more grit. Finally, the project team also talked about possibly expanding the wet well, but the problem with this option is that doing so would not be a small task, and the Town does not have any funding available for such an improvement. Also, the timeframe involved in a wet well expansion is longer than the anticipated timeframe for getting the Mackey Camp area completed. Once the Mackey Camp area improvements are complete, if the Town continues to notice excessive grit, sand, and gravel entering the wet well, the Town could consider approaching USDA about the possibility of updating the Preliminary Engineering Report (PER) to include a new wet well expansion.
- Ray Webb asked where the inlet line enters the wet well and if it is directly across from pump #2. The line does enter the wet well directly across from pump #2. Ron Hilgart noted that the wet well is six feet wide. Wes Sukosky stated that with the configuration of the pumps, everything settles out in the wet well near pump #2, before it hits pumps #1 and #3. Ray asked if a baffle could be installed to disburse the sediment. Wes responded that doing so would spread it out so as to impact all three pumps instead of mainly impacting pump #2. Discussion was held regarding the particle size of the grits, sand, and gravel that is damaging the pumps. Wes noted that it appears it is the fine sand from the wash that is damaging the pumps. Finally, Ray asked if the pumps are equipped with 3-phase motors. Wes noted that they are and that the first time the Town lost pump #3, it was due to a failed seal. The pump was fixed and re-installed, but then failed again a short time later.
- Additional discussion was held as to the source of grit in the sewer main. It was noted that while Mackey Camp is believed to be the largest contributor, the side canyons throughout Town may also contribute some sediment to the sewer lines. It was recommended that a quick evaluation be completed to identify anticipated pump repair/maintenance costs and that an estimate also be prepared for a potential wet well expansion, so that the Town can identify the best long-term approach for solving the grit problem. Ron Hilgart noted that while this can be done, there are several challenges with doing so. The future pump repair/maintenance costs would only be a rough "guesstimate", since it is believed

that a large portion of the problem is the Mackey Camp area, which should be improved shortly. Also, once the Town has all three pumps back, they are planning to only cycle pumps #1 and #3, and the Town does not want use pump #2 except as an emergency backup. As such, the pumps should wear down more slowly than they have done to date. This will save on repair/maintenance costs. Jay Spehar noted that he believes it would be good to have a rough estimate of the baseline costs assuming the current frequency of pump repairs continues, so that the Town has an idea of what those costs are. If, in the future, the Town finds that the Mackey Camp area improvements significantly decrease the amount of grit entering the wet well, the Town can reevaluate the baseline repair/maintenance costs at that time.

- Ron Hilgart provided an update on Phase 2. The closing for the second phase of funding from USDA is anticipated to be for approximately \$5 million. The Town plans to have the Phase 2 closing ready for submittal shortly after the Phase 2 bids come in. The plans were put out to bid on April 6th, the pre-bid meeting is scheduled for April 23rd, and bids are due May 7th. Several contractors have already picked up the plans, and AMEC and HilgartWilson have calls into other contractors to make sure they are aware of the project. Bids will be opened on May 7th, then will be reviewed by HilgartWilson and AMEC to confirm the apparent low bidder has met the contract and bid requirements. Ron noted that as it is a low-bid project, this review is meant to confirm the apparent low bidder is responsive to the bid requirements. HilgartWilson will also prepare a tabulation of the bids and will then present the results of its review to the WWAB. The WWAB will then review and recommend approval to Town Council. After Town Council approves the apparent lower bidder, USDA will need to review and concur. USDA has noted that this review can be done quickly. The Phase 2 funding will also need to be finalized during that time, as well. Discussion was held regarding the schedule for the May WWAB and Town Council meetings. It was decided that the WWAB meeting will be held on May 26th at 5:30 pm and will be kept short, as it will not include a project update. The Town Council will then meet on the same day at 6:30 pm. HilgartWilson will send out an Outlook invite for the May WWAB meeting.
- Ron Hilgart provided a budget update for the project. The project is still on budget and the budget remains unchanged from that presented in March, except that the amount of AMEC Contract Amendment #24 has been increased by about \$25,000. This \$25,000 swing will be taken out of the overall project contingency, which is approximately \$2 million.
- The Phase 3-5 easement acquisitions are ongoing. Dale Metz has been representing the Town in contacting the various landowners, but has now returned to his home back east. Joe Heatherly will continue to work with the landowners in the acquisition process. A meeting was recently held at the Town to discuss a few easements that needed to be evaluated in more detail to ensure everyone is on the same page. The Phase 3-5 WIFA funding summary shows the Town still has about \$150,000 that has not yet been spent of the total \$3.25 million WIFA loan amount. The only major outstanding items to be covered with WIFA funding are the Phase 3-5 easement acquisitions.

b. Payment Applications

- AMEC's pay application in the amount of \$14,715.66 for one month of design, program management, and construction management services was reviewed. \$3,162.53 of this will be paid by WIFA and \$11,553.13 will be paid by USDA. Joe

Heatherly noted that the Town reviewed the pay application and that everything is in order. Ray Webb asked if the amount shown on HilgartWilson's invoice for aged receivables is correct. Ron Hilgart responded that it is correct, and is due to the differing billing cycles between AMEC and HilgartWilson, as well as the overall review and approval process through the Town, WIFA, and USDA. A motion was made by JohnTrujillo to recommend to Council the approval of AMEC's pay application in the amount of \$14,715.66 subject to funding agency concurrence. Ray Webb seconded the motion. All in favor.

- Curtis, Goodwin, Sullivan, Udall & Schwab's (CGSUS) pay application in the amount of \$6,110.10 for legal services was reviewed. \$3,390.60 of this will be paid by WIFA and \$2,719.50 will be paid by USDA. The Town noted that it reviewed the invoice and that it is in order. A motion was made by Ray Webb to recommend to Council the approval of the CGSUS pay application in the amount of \$6,110.10 subject to funding agency concurrence. John Trujillo seconded the motion. All in favor.
- Dennis L. Lopez & Associates pay application in the amount of \$15,000.00 for appraisal services for Phases 3, 4 and 5 easement acquisitions was reviewed. This will be paid by WIFA. Ron Hilgart noted that Dennis L. Lopez & Associates was under contract on a per-each basis for a total of \$19,600. HilgartWilson told them that the project team would work so there wouldn't need to be as many appraisals completed. Dennis L. Lopez & Associates agreed to back the contract off on a per-each basis, but that they could go no lower than \$15,000. This covers the work for all limited appraisals needed for the Phase 3-5 easements. Additional costs may be incurred in the future if full appraisals are needed for any easements requiring the condemnation process. A motion was made by John Trujillo to recommend to Council the approval of the Dennis L. Lopez & Associates pay application in the amount of \$15,000.00 subject to funding agency concurrence. Ray Webb seconded the motion. All in favor.

c. AMEC Contract Amendment No. 24

- AMEC Contract Amendment No. 24, in the amount of \$169,461.00, was discussed. This Contract Amendment includes funds for the extension of Constructiton Management services, including Resident Project Representative (RPR) and Resident Engineer (RE) services for the completion of the Phase 2 construction. Ron Hilgart noted that this contract amendment is for services through Phase 2, including all the inspection services and AMEC's daily involvement up in the Town, as well as office support services AMEC will have for the Phase 2 construction. The Wastewater Advisory Board saw this contract amendment previously and recommended approval, and that Town Council approved the Contract Amendment for approximately \$144,000. When HilgartWilson took it to USDA for concurrence, USDA had several questions. Through subsequent negotiations between USDA and AMEC, the amount of this contract amendment increased by approximately \$25,000, but the amendment now better reflects the scope desired by USDA. Changes requested by USDA include the use of a per-diem fee instead of paying mileage on a daily basis and increasing the time for the RPR to be onsite from 6 hours each day to 8 hours each day. USDA also wanted the contract amendment to be extended by another month, as they know that things come up during construction and that the project may need to extend slightly beyond the contract time. As the payment for the RPR/RE services is on an hourly basis, these modifications allows for more time before the Town would have to go back to USDA for additional funding for the RPR/RE services. In the negotiations, the

office time was also pulled back some, as it is believed that with 8-hour days in the field, the RPR could handle more of that work. The amount for this amendment is included within the overall lump sum budgeted for the sewer project. A motion was made by Ray Webb to recommend to Council the approval of AMEC Contract Amendment No. 24 in the amount of \$169,461.00 subject to funding agency concurrence. John Trujillo seconded the motion. All in favor.

- d. Public Comment on the operation, financing, and construction of the sewer project**
- No public comment.

V. Adjournment:

- John Trujillo motioned to adjourn the meeting and Ray Webb seconded the motion. All in favor. The meeting was adjourned at 4:51 pm.