



TOWN OF MIAMI
Wastewater Advisory Board Meeting
Wastewater Collection System Replacement Project
MONDAY, NOVEMBER 13, 2017 AT 4:30 PM
MIAMI TOWN COUNCIL CHAMBERS
500 W SULLIVAN STREET, MIAMI, ARIZONA 85539

Meeting Minutes

I. Call to Order

Meeting was called to order at 4:33 pm by Jay Spehar.

II. Roll Call

PRESENT: Jay Spehar, Ray Webb, John Trujillo

ABSENT: Jerry Barnes, Don Reiman

III. Approval of Minutes

a. Approval of Minutes from the October 19, 2017 Meeting.

- John Trujillo motioned to approve the minutes of the October 19, 2017 meeting. Motion was seconded by Ray Webb – All in favor.

IV. New Business

a. Project Status Update

Mark Ipson with HILGARTWILSON (HW) provided a project update.

- Phase 2:
 - Mark Ipson noted that the sinkhole issue stemming from Phase 2 is well known and that the Town is still investigating the issue. The Town recently received the report for the second geotechnical investigation performed by Peterson Geotechnical and has begun reviewing the findings. Based on a preliminary review of the report, the findings from the second analysis were similar to the first report with regards to poor compaction.
 - Joe Heatherly informed the WWAB of recent water main breaks which occurred days apart from each other near Sullivan Street and Inspiration Avenue. The spacing between the water main breaks closely matches the width of the trench for the sewer main in that area, suggesting that the poor compaction from the sewer installation could potentially have led to the shear breaks. Arizona Water Company (AWC) has made repairs to fix the water main breaks and will provide pictures of the main breaks to the Town.

- Phases 3-5:
 - Mark Ipson reported that Phase 3-5 will be going out to bid as one bid package. John Trujillo asked if the costs will be broken down by phase and then added together as a total overall cost, to which Mark responded that the costs would be broken down by phase.
 - ADEQ approved the Phase 3-5 plans and the Town and HW have reviewed the plans and provided comments. AMEC updated their plans based on the comments received and submitted the revised plans to USDA for review. The Town and HW have reviewed the updated plans and have provided additional comments. AMEC has since revised the plans again to incorporate these comments as well as comments from USDA and anticipates resubmitting the plans to USDA on November 13th.
 - The design phase potholing and utility coordination work has been completed for Phases 3-5. AWC and Southwest Gas have identified areas where they need to redesign some of their utility conflicts. Coordination with the utilities will remain ongoing to ensure their designs are completed soon.
 - The Town and HW recently met with USDA to discuss the pavement replacement recommendations and identify which areas of town would have “T-Top” replacement, chip seal replacement, or would be brought back to grade for unpaved areas. USDA has generally accepted the pavement recommendations. Additional discussion was held regarding pavement recommendations and how the plans will be bid out with these recommendations to obtain unit costs for “T-Top” and chip seal repairs. If additional funds are available towards the end of the project, certain areas of the Town can be reevaluated with respect to final pavement replacement methodologies.
 - There are two outstanding easements needed for Phases 3-5. USDA had previously indicated that all easements must be in place prior to putting the plans out to bid unless there is a solution to re-route the sewer to avoid the missing easements. As there is a way to work around the two remaining easements, USDA will let Phase 3-5 go out to bid. HW has created a right-of-way map that depicts existing right-of-way, where the Town has existing easements, and where the sewer will be located. Dale Metz is continuing his coordination with the landowners to obtain the last two easements.
 - Mark Ipson gave a brief overview of the current pre-construction schedule. It is currently anticipated that AMEC will resubmit the revised plans to USDA on November 13th and USDA’s review should be completed within a week. Jay Spehar asked how likely it was for all approvals to be obtained by November 20th. Mark Ipson and Steve Flinn of HILGARTWILSON explained that based on their initial review of the revised plans, only about half of the comments and recommendations from their previous review were incorporated. Steve Flinn does not anticipate the changes will take very long to incorporate and is coordinating with AMEC to get them addressed as soon as possible. Additional discussion was held about the bid advertisement schedule and potential solutions for keeping the construction phase on schedule if the plan revisions cannot be completed in time. Advertisement for bids is currently anticipated to occur in November, with bids being due in December. The Town and HW anticipate reviewing the bids during the month of January and issuing a notice to proceed in early February. Additional discussion was held about the remaining pre-construction tasks to be completed, if the construction schedule identified is feasible, and what could potentially change in the schedule.

- Mark Ipson gave a brief overview of the overall project budget and the estimated construction costs for Phase 3-5, which were based on the Preliminary Engineering Report.

b. Phase 3-5 Sewer Improvements – Bid Advertisement

- Jay Spehar explained that a recommendation to the Town Council to proceed with the bid advertisement for the Phase 3-5 sewer work would allow for the project to stay within the schedule that was identified by HW. Joe Heatherly asked what language or criteria was included in the bid documents with regard to required qualifications for bidding contractors. Mark Ipson noted that there is a contractor qualifications section of the specs and that the qualifications listed are being reviewed and discussed with USDA. Additional discussion was held regarding the contractor qualifications and reference criteria required by the bid documents. A motion was made by John Trujillo to recommend to Council the authorization of the Town Manager to proceed with bid advertisement for the Phase 3-5 sewer project, subject to funding agency concurrence. Ray Webb seconded the motion. All in favor.

c. Payment Applications

- AMEC's payment application in the amount of \$10,858.53 for one month of design services was reviewed and discussed. Joe Heatherly explained that the Town has reviewed this payment application and found it acceptable. A motion was made by Ray Webb to recommend to Council the approval of AMEC's payment application in the amount of \$10,858.53, subject to funding agency concurrence. John Trujillo seconded the motion. All in favor.
- Town of Miami's payment application in the amount of \$22,473.63 for legal, geotechnical evaluation, Phase 3-5 construction management services, and other project-related expenses was reviewed and discussed. Joe Heatherly explained that most of the expenses are for legal fees, Peterson Geotechnical's investigational work of Phase 2, and HILGARTWILSON's construction management services for Phases 3-5. Discussion was held about the expenses. Joe Heatherly explained that future expenses are anticipated since it was recently discovered that Kinkaid did not reconnect some sewer service lines which resulted in sewer blockages. Ray Webb made note of minor updates that needed to be made with regards to landowner names for the easement expenses listed in the legal invoices, and that some expenses relate to Phase 2. However, these minor updates do not affect the amount of the payment application. A motion was made by John Trujillo to recommend to Council the approval of the Town of Miami payment application in the amount of \$22,473.63, subject to funding agency concurrence. Ray Webb seconded the motion. All in favor.

d. Public Comment on the operation, financing, and construction of the sewer project

- No public comments were given.

V. Adjournment:

- Ray Webb motioned to adjourn the meeting. Seconded by John Trujillo. All in favor. The meeting was adjourned at 5:27 pm.