

Monthly Report Summary



Date: September 26, 2008
To: Mel Odens, Director of Public Works
Copy: Colleen Thompson, WWTF Superintendent
Holly Wilson
File
From: Rhonda Rae, Program Manager
Prepared by: Rhonda Rae, Program Manager
Re: September 2008 Monthly Report Summary (through September 20, 2008)

These notes summarize the activities related to the Wastewater Treatment Plant Relocation and Conveyance System Improvements for the month of September 2008 (through September, 2008).

Summary of Program Management Activities

File management activities continued with files upload to Buzzsaw.

Together with Springsted continued on the Sewer Utility Rates and JOTS permit.

Continued to monitor grant status issues including potential WRDA and STAG grants.

Prepared for and participated in meetings with the City staff the design contract.

Together with the City gathering all past invoices for submitting the first pay request to PFA for the Clean Water Revolving Fund Loan.

Continued to worked with legal counsel to provide information on the property acquisition.

Prepared exhibits in connection with preparation of the City's responsive brief in the appeal to the Court of Appeals

Worked with the COE Headquarter to secure the wetlands permit and MPCA for the Water Quality Certificate.

Construction Related Engineering

Conveyance System

Assisted with permitting activities.

Answered question and assisted with the award of the Conveyance System Projects. Held the Preconstruction Conferences with representative of the City, Contractor, Engineer, Subcontractors and Utilities and the Notice to Proceed was issued for all three of the Conveyance Systems Projects. Provided minutes and followed up on issues raised at the meeting.

Weidema has started construction of 0814-D4 project. Provided Construction

Management and Observation at the site. Several shop drawings have been submitted for review and approval.

Wastewater Treatment Facilities

Answered question, provided information and provided affidavits for the Motion for a Temporary Restraining Order.

Answered question and assisted with the awarded the New Wastewater Treatment Facility, Project 0812-C, to Graham Construction Services, Inc. on September 8, 2008, for \$49,100,000.

The Preconstruction Conferences was held with representative of the City, Contractor, Engineer, Subcontractors, and Utilities and the Notice to Proceed was issued for the New Wastewater Treatment Facility. Provided minutes and followed up on issues raised at the meeting.

Providing Technical review of Type III Material and Equipment Supplier B

Reviewing Technical shop drawing reviews.

**Financial
Information**

Planning Phase
Year to Date Cost Summary
Remaining Balance
\$338

Design Phase
Year to Date Cost Summary
Original Contract Limit
\$4,359,172
Contract Amendments
\$198,219
Current Contract Limit
\$4,557,391

Invoices to date
\$4,454,052
Remaining Balance
\$103,339

Construction Phase
Monthly Beginning Balance
\$5,398,251
September Invoice
\$116,836
Remaining Balance
\$5,281,415
