

## Monthly Report Summary



**Date:** December 2, 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:** November 2008 Monthly Report Summary

These notes summarize the activities related to the Wastewater Treatment Plant Relocation and Conveyance System Improvements for the month of November 2008.

### **Summary of Program Management Activities**

Prepared November 2008 Monthly Program Report and distributed to City Staff.

Met with City Staff regarding funding and finance issues. Worked with the City to submit Pay Requests 5 and 6 to the Public Facilities Authority for the Clean Water Revolving Fund loan and Wastewater Improvement Fund.

Worked with City staff and Springsted regarding the response to JOTS on the proposed Sewer Utility Rate Structure.

Continued to work with legal counsel to provide information on the property acquisition. Prepared exhibits in connection with property acquisition and Commissioner Hearings. Commissioner Hearings for the property from the west (new WWTF) going east toward 15<sup>th</sup> Street SW have been completed. These properties have settled or are in condemnation. The final Commissioner's Hearings are scheduled in December. One property has appealed the Fee Simple. The Court of Appeals has not set a trial date.

File management activities continued with files upload to Buzzsaw.

### **Construction Related Engineering**

#### **Conveyance System**

Provided construction management on all conveyance projects and observation at the site for Projects 0814-D4 and 0815-D5.

Project 0814-D4 has installed approximately 5,000 linear feet of 54-inch Interceptor pipe and the Outfall pipe and Forcemain has been installed to a point west of Hawk Creek. County Road 116 was reopened to public traffic November 21, 2008. The final pavement will be installed in the Spring.

On Project 0815-D5, the Jack-n-Bore casing under the railroad spur at Harvest States Cooperative has been completed. Approximately 2,400 linear feet of Forcemain pipe has been installed and approximately 1,000 linear feet of Gravity Sewer pipe has been installed. Five construction submittals have been reviewed; four submittals were approved and additional information was requested on the fifth submittal.

The contractor for Project 0813-D3 does not plan on installing any pipe in City streets until the spring of 2009.

**Wastewater Treatment Facilities**

Provided construction management on all conveyance projects and observation at the site for Project 0812-C.

The contractor continues mass excavation for major structures beginning with the Oxidation Ditches. The first of six base slab pours for Oxidation Ditch Structure 242 has been completed. Underslab Process Piping and Site Utility Piping are also being installed.

Provided Technical Shop Drawing reviews.

Submitted Change Order No. 2 on Griffin Pipe Substitution for a cost reduction of \$10,000.

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**Financial  
Information**

**Planning Phase  
Year to Date Cost Summary**

Contract Limit  
\$915,940.00  
Remaining Balance  
\$365

**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  
\$4,510,030  
Remaining Balance  
\$47,361

**Construction Phase**

Original Contract Limit  
\$5,398,251

Monthly Beginning Balance  
\$5,138,610  
November Invoice  
\$129,958  
Remaining Balance  
\$5,008,652

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