

Monthly Report Summary



Date: December 30, 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: December 2008 Monthly Report Summary

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

Summary of Program Management Activities

Prepared December 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 7 and 8 to the Public Facilities Authority (PFA) for the Clean Water Revolving Fund Loan and Wastewater Improvement Fund. Pay Request 1 was submitted to PFA for the Total Maximum Daily Load Grant.

Worked with City staff and Springsted regarding the proposed Sewer Utility Rate Structure.

Worked on Chapter 16 of the Willmar Municipal Code. Provided a draft copy to the City for final review and comment. A Public Hearing is tentatively scheduled for February 2.

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 15th Street SW have been completed. These properties have settled or are in condemnation. The final Commissioner's Hearings were scheduled in December. One property has appealed the Fee Simple. The Court of Appeals has not set a trial date.

File management activities continued. Field files will be set up in January once the internet connection is established.

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 5,600 linear feet of 54-inch Interceptor pipe; Outfall installation is complete; and approximately 2,500 linear feet of Forcemain has been installed.

On Project 0815-D5, approximately 5,200 linear feet of Forcemain pipe has been installed and approximately 1,100 linear feet of Gravity Sewer pipe has been installed.

The contractor for Project 0813-D3 does not plan on installing any pipe in City streets until the spring of 2009. We will meet with property owners before construction starts.

Wastewater Treatment Facilities

Provided construction management and observation at the site for Project 0812-C.

The contractor is currently installing rebar and forming and pouring walls for the JOTS Oxidation Ditches. Underslab Process Piping and Site Utility Piping are also being installed. Excavation has begun for the Headworks Building.

Provided Technical Shop Drawing reviews.

**Financial
Information**

**Planning Phase
Year to Date Cost Summary**

Contract Limit
\$915,940
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

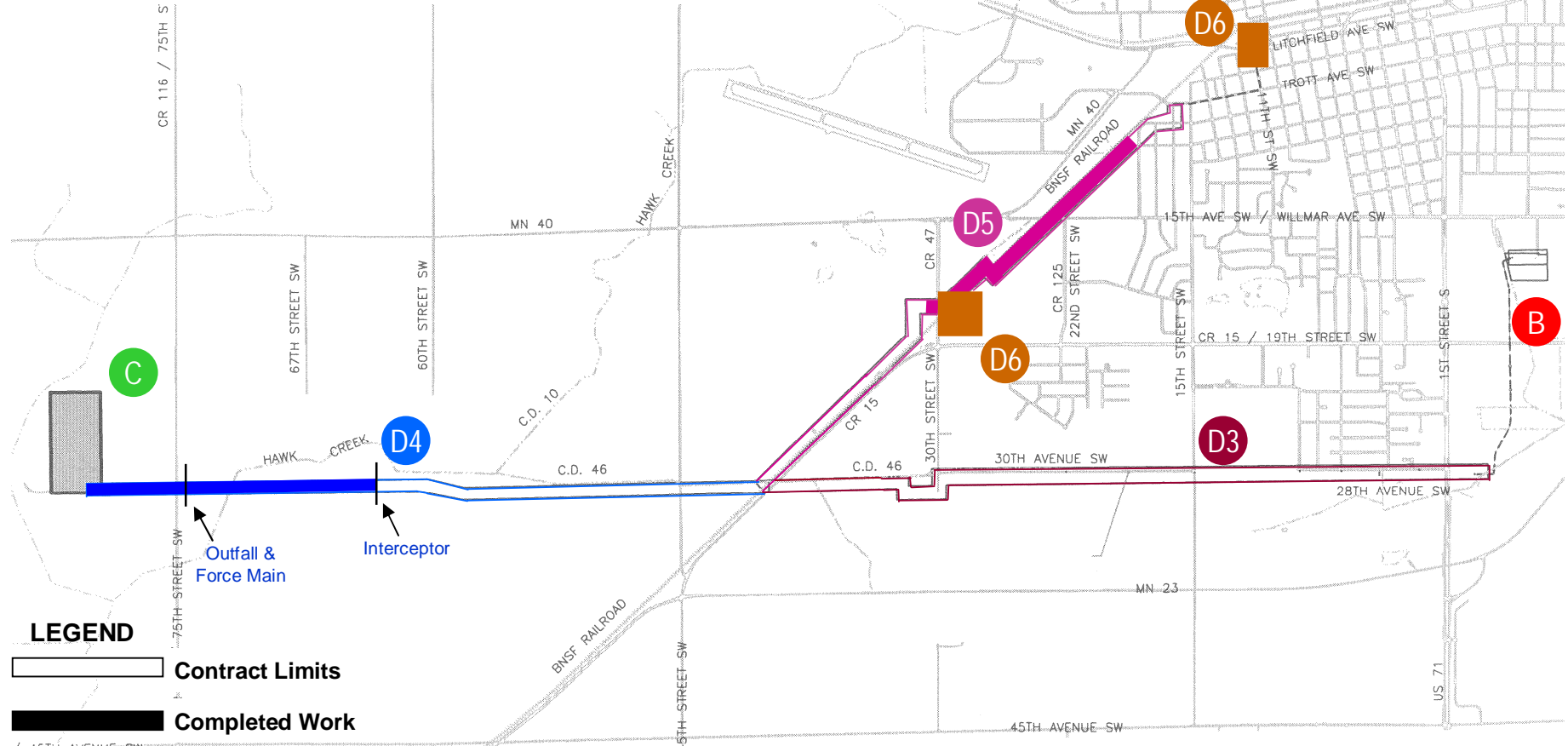
Invoices to date
\$4,511,028
Remaining Balance
\$46,363

Construction Phase

Original Contract Limit
\$5,398,251

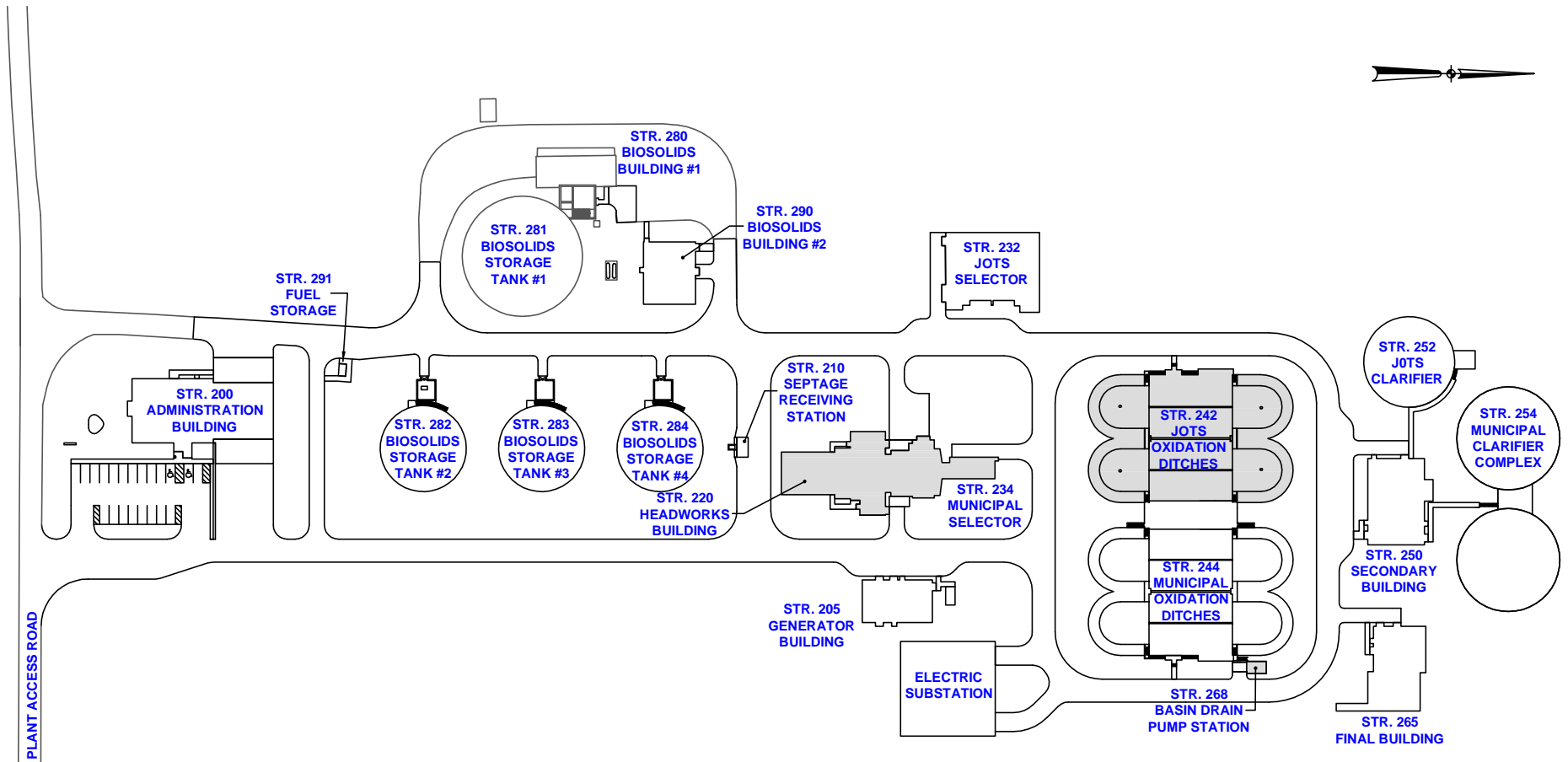
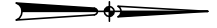
Monthly Beginning Balance
\$5,008,652
December Invoice
\$123,904
Remaining Balance
\$4,884,748

- Project 0813-D3 No work completed.
- Project 0814-D4 5,600 linear feet of Interceptor installed along with first 10 manholes.
Outfall installation complete.
2,500 linear feet of Force main installed.
Some restoration work completed on west side of CR116 (finish grading/black dirt spread).
- Project 0815-D5 1,100 linear feet of 24" Gravity Sewer installed along with 4 manholes.
5,200 linear feet of 8" Force main installed along with 4 manholes (clean-out/air release vaults).



City of Willmar, Minnesota
Wastewater Program
MONTHLY PROGRESSION MAP
December 2008





CONSTRUCTION LEGEND

- Str. 232 JOTS Oxidation Ditches - Installing rebar and pouring concrete walls**
- Str. 220 Headworks Building - Excavation has begun**
- Str. 268 Basin Drain Pump Station - Installing rebar for concrete walls**
- Installation of under-slab process piping and site utility piping**