

Date: October 12, 2010
To: Holly Wilson, Acting Director of Public Works
Copy: Colleen Thompson, WWTF Superintendent
Michael Schmit, City Administrator
Steve Okins, Finance Director
From: **Rhonda Rae, Program Manager**
Prepared by: Rhonda Rae, Program Manager
Re: **September 2010 Monthly Report Summary**

These notes summarize the activities related to the Wastewater Treatment Plant Relocation and Conveyance System Improvements for the month of September 2010.

Summary of Activities **Program Management**

Prepared September 2010 Monthly Program Report and distributed to City Staff.

Worked with the City to submit Pay Request 12 to the Public Facilities Authority (PFA) for the new 30-year Clean Water Revolving Fund Loan and Wastewater Improvement Fund.

Worked with the City to submit Pay Request 12 to the Public Facilities Authority for American Recovery and Reinvestment Act (ARRA) and Clean Water Revolving Funds.

Continued to work with the Public Facilities Authority (PFA), Minnesota Pollution Control Agency (MPCA), City Staff and Donohue Staff for funding opportunities from Water Resources Development Act (WRDA) and Environmental Protection Agency State and Tribal Assistance Grant (EPA STAG).

Continue to provide information for the City's asset management, maintenance and operational program. Continue to work on gravity collection piping capital costs, and forcemain piping capital costs.

Continue to work with legal counsel and City staff to provide information on the property acquisition. Provide Document Production and Review for legal counsel on the City of Willmar vs. Kvam.

Worked on plans for the Dedication Ceremony/Open House.

File management activities continued.

Construction Related Engineering

Conveyance System

Projects 0813-D3, 0814-D4 and 0816-D6 are substantially complete. The Contractors are currently working on punch list items. Project 0815-D5 was approved for final project acceptance and final payment on September 20, 2010.

Meetings continue between the contractors and property owners regarding the final restoration of properties.

Wastewater Treatment Facility

The WWTF 0812-C Project achieved substantial completion as of August 23, 2010.

Continue to coordinate training, receive vendor O&M Manuals and work on the Plant O&M Manual.

Discussing changes with the Contractor and City for work proceeding by time and material change order and additional change orders needed to complete the project.

Program Budget

Wastewater Treatment Facility Relocation Budget Summary September 2010			
<u>REVENUES</u>	Award Amount	Current Expenses	Balance to Draw
Federal			
* American Recovery & Reinvestment Act (ARRA) Grant	\$447,179	\$447,179	\$0
Clean Water Revolving Fund Loan (3.275%)	\$42,001,362	\$42,001,362	\$0
* Clean Water Revolving Fund Loan (2.45%)	\$1,788,716	\$1,522,751	\$265,965
Clean Water Revolving Fund Loan (3.44%)	\$36,238,638	\$22,042,905	\$14,195,733
EPA State and Tribal Assistance Grant (STAG)	\$477,900	\$477,900	\$0
State			
Wastewater Infrastructure Fund Loan	\$7,000,000	\$6,516,936	\$483,064
* Total Maximum Daily Load Grant	\$2,692,935	\$2,692,935	\$0
Local			
City – WTP Reserves	<u>\$500,812</u>	<u>\$95,596</u>	<u>\$405,216</u>
Total Revenues	\$91,147,542	\$75,797,564	\$15,349,978
* Loan 3 Reduction (Revenue Received after Loan 1 Agreement)	<u>\$4,928,830</u>		
Total Project Cost	\$86,218,712		
<u>EXPENDITURES</u>	Budget	Current Expenses	Remaining Budget
Non-Construction			
Planning	\$1,140,000	\$1,138,305	\$1,695
Design	\$4,683,064	\$4,646,570	\$36,494
Land and Legal	\$2,011,288	\$1,240,438	\$770,850
Construction Engineering	\$5,199,356	\$3,953,494	\$1,245,862
Construction Engineering – D6	<u>\$198,895</u>	<u>\$167,286</u>	<u>\$31,609</u>
Total Non-Construction	\$13,232,603	\$11,146,093	\$2,086,510
Construction			
Existing Treatment Facility	\$155,505	\$149,032	\$6,473
Decommission Treatment Facility	\$3,895,329	\$9,895	\$3,885,434
New Treatment Facility	\$50,729,008	\$47,578,510	\$3,150,498
Collector Systems	\$16,169,267	\$15,111,390	\$1,057,877
Pump Stations 710 & 720	<u>\$2,037,000</u>	<u>\$1,802,644</u>	<u>\$234,356</u>
Total Construction	\$72,986,109	\$64,651,471	\$8,334,638
Total Project Cost	\$86,218,712	\$75,797,564	\$10,421,148

**Donohue
Budget**

Planning Phase

Contract Limit	\$ 915,940
Remaining Balance	\$ 365

Design Phase

Original Contract Limit	\$ 4,359,172
Contract Amendments	<u>285,495</u>
Current Contract Limit	\$ 4,644,667
Invoices to date	<u>4,644,615</u>
Remaining Balance	\$ 52

Construction Phase

Original Contract Limit	\$ 5,398,251
<i>Program Management/CRS</i>	
Total Contract	\$ 5,199,356
Monthly Beginning Balance	\$ 1,245,860
September Invoice	<u>243,757</u>
Remaining Balance	\$ 1,002,103
<i>Pump Station Program Management/CRS</i>	
Total Contract	\$ 198,895
Monthly Beginning Balance	\$ 31,608
September Invoice	<u>12,850</u>
Remaining Balance	\$ 18,758
