

Raymond - South Bend Regional Wastewater Coordinating Committee

300 First Street • Raymond • WA 98577 •

RWCC MEETING MINUTES

**September 15, 2011
South Bend City Hall**

In attendance were Eric deMontigny, Patricia Neve, Jerry Bowman, Jay Swift, Jason Dunsmoor, Bob Jungar, Steve Russell, Tom Zerkel, and Kirk Church

INTRODUCTIONS

- None necessary

REVIEW AND APPROVAL OF JULY AND AUGUST 2011 MINUTES

- A motion to accept the July minutes was made by Jerry Bowman and seconded by Jason Dunsmoor. The motion carried.
- A motion to accept the August minutes with amendments was made by Jerry Bowman and seconded by Jason Dunsmoor. The motion carried.

REGIONAL WWTP PROJECTS

- The auto dialer for South Bend Pump Station #3 was approved at the July meeting and the item is closed. It is anticipated that the activation fee will be somewhere around \$100 and the monthly fee for the cell service will be \$35 - \$40 per month.
- Regional WWTP Construction Management Contract amendment proposal
 - G&O submitted a proposal to amend the Construction Management contract which is intended to reduce the contract by \$100,000. This is to be accomplished by reducing the electrical subcontractor's (Conley) portion of the CM from \$300,000 to \$250,000 and Conley's portion of programming from \$200,000 to \$150,000.
 - Jay submitted a status report indicating that the project is on schedule and on budget. The RWCC suggested that G&O watch the burn rate. 23.2% of the budget has been consumed and 23.5% of working days to substantial completion have elapsed. Eric noted that G&O should be measuring progress to project completion, not substantial completion. There will be no additional funds allotted to this project. Tom said he is not too concerned as the job is front-end loaded (with submittals reviews, etc.) and back-loaded as well for start-up.

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- A motion was made by Jason Dunsmoor and seconded by Jerry Bowman to accept the amended CM contract. The motion carried.

REGIONAL CONVEYANCE PROJECT

- Status of CM budget
 - Consideration of management reserve authorization – G&O asked for \$10,000 to complete the conveyance project. It was expected to be completed by now; however, it has taken longer than expected to get close-out on the Landis and Landis contract. This will be the final request. Remaining construction work includes some electrical work and some minor fixes on material. Other issues will be handled under warranty which will extend to two years past the substantial completion date. The roads will be assessed after they have set for a full winter season. G&O will coordinate on behalf of the RWCC for the warranty work and indicated they would not require additional budget to do so.
 - Landis and Landis wants a 60-day retainage bond, which according to Washington state law they have a right to do.
 - A motion to approve the \$10,000 authorization of management reserve for additional engineering services was made by Jerry Bowman, seconded by Jason Dunsmoor. The motion carried.
- Closeout
 - Completed project will be evaluated after the winter season.
 - Repairs were made (by Ashley Construction under contract to the City of South Bend) to a sinkhole that developed adjacent to a manhole in Alder Street. A void appeared to have formed in the backfill where the new pressure line was installed. It sloughed off 30 to 40 inches. The repair has held up so far, but it has not yet rained. Landis and Landis will patch the road.
 - Manhole is okay. There has been no shift or movement.
 - G&O is in contact with Landis and Landis regarding reimbursement for the repair expense and expects full cooperation as they want to get paid.
 - A motion to send a Letter of Acceptance was made by Patricia Neve and seconded by Jerry Bowman. The motion carried.

UPDATE REGARDING BATHROOM REQUIRED BY STATE PARKS

- This issue was determined to be exclusively a South Bend issue and no action is needed by the RWCC except to concur with South Bend's decision and approval of whatever is chosen.

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I/I PROJECT UPDATE, AND DISCUSSION OF ADDITIONAL WORK TO BE ADDED

- Roglins' subcontractor has completed the school pump station. Bids came in low which left each city with extra money to spend.
 - South Bend wants to do work on the Central Avenue sewer
 - Raymond wants to remove the manholes from 101 by McDonalds
 - The cost of the Raymond project exceeds the funds available to Raymond but is thought to be important to both communities and the greater area in general. South Bend concurred with the reprioritization. As a result South Bend funds (\$94,320) will be allocated to the Raymond project with the understanding that that amount will be available to South Bend at a later date for its project.
 - Raymond will maintain a \$12K contingency as the potential exists for unforeseen conditions when work begins

PROPOSAL FOR ADDITIONAL ENGINEERING SERVICES FOR I/I PROJECTS

- A proposal for additional Raymond I/I projects engineering services was approved by the Raymond City Council and was signed.
- Patricia Neve made a motion for RWCC approval. Jason Dunsmoor seconded the motion and it passed.

REGIONAL WWTP PROJECT STATUS (RONGLIN)

- Photos show progress with clarifiers 1 and 2 and the aeration basins.
- A temporary bypass from Pump Station #1 through the slough crossing is in place
- Approximately 13,000 feet of pipe has been installed. The project is short 120 feet of pipe which is due to arrive at the site shortly.
- Work continues on the slabs and walls
- Dewatering system is working and should work through winter. G&O reported that Ronglin has worked this area before and they know what needs to be done to accommodate the soil and weather conditions. The HWA geo-tech has no concerns.
- Pipe pressure testing must be performed using city water because of contaminants and silt in river water. Approximately 500,000 gallons will be required for testing at an approximate cost of \$3,000.
- Concrete work has been acceptable, according to G&O.

Regional project accounting spreadsheet update

- An updated accounting spreadsheet was distributed
- G&O will add line item to document \$94K reallocation from South Bend to Raymond for the reprioritized project
- G&O will update I/I and CM budget items based on decisions made today

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- RD is up to date via outlay reports

OTHER

- South Bend will lose two RWCC members at the end of the year: Jerry Bowman and Patricia Neve. The RWCC suggested it might want to keep Patricia Neve as Secretary and will investigate that possibility further. The by-laws provide that the Administrative Manager (Dean Parsons) can hire a secretary; however, he/she has to be a City of Raymond employee. The RWCC will look into amend the by-laws to allow that the Administrative Manager be allowed choose his secretary with concurrence by the RWCC and to update the document in general.
- Neither Kirk Church nor Bob Jungar has seen or signed anything concerning the STAG money. Janet, Dee, and Hester should know. G&O will get back to the RWCC after meeting with the clerks.

SET NEXT MEETING

- Thursday, Oct 13th – 5:30 - Raymond

ADJOURN

- 6:50 PM