

THE MATTABASSETT DISTRICT

Memorandum

Date: April 1, 2016

Subject: District Project Construction Committee Meeting March 29, 2016 MINUTES

To: Board of Directors

From: District Project Construction Committee & Arthur G. Simonian, Executive Director

AGS

District Project Construction Committee March 29, 2016 Meeting Minutes

The District Project Construction Committee (DPCC) met on Tuesday, March 29, 2016 at The District Offices at 245 Main Street, Cromwell, Connecticut. The Chair, John Dunham, called the meeting to order at 5:30 PM. In addition to the Chair, present were Committee Members - Peter Centurelli, Tom Serra and Doug Sienna. There was a quorum. Also present were Executive Director – Arthur G. Simonian, Michelle Ryan-District Engineer, Christine Kurtz and Chris Pierce from Wright-Pierce.

The Committee approved the following Nitrogen Upgrade Invoice:

- Wright-Pierce's Construction Inspection Payment Requisition for February, 2016 in the amount of **\$62,087.27**.

Following is a summary of the March 29th DPCC Meeting:

1. Construction Update

Ms. Christine Kurtz from Wright-Pierce provided an update on the status of the project as follows:

- a. There are 18 punch list items remaining, 9 of which are for the incinerator.
- b. Extension of the Sludge Storage Odor Control system with additional packing was completed.
- c. Stack test scheduled for April 11 to April 14, (3 days at 4 hours/day)

Michelle Ryan, District Engineer provided an update on the March 24th EPA site visit.

- d. EPA was on site for the pre-stack test site inspection. District staff, IDI, Gammie Air and Wright-Pierce were also on-site to review the test protocol, the SCADA and CEMS monitoring and recording systems, and discuss/resolve items in preparation for the stack test.
- e. Specific items discussed were; performing a scale test before the stack test, and equipment kick-out issues that may impact testing.

2. Review and Approval of Wright-Pierce's Construction Inspection Payment Requisitions for February, 2016 for \$62,087.27.

Mr. Siena moved, Mr. Centurelli seconded, and the committee approved unanimously:

MOTION: The DPC Committee approves Wright-Pierce's Construction Inspection Payment Requisition for February 2016, in the amount of **\$62,087.27**, and authorizes the Executive Director to pay the invoice.

3. Review and Approval of the extension of Wright-Pierce's Construction Contract for the Administration of Record Drawings and O&M Manual Services.

Mr. Serra moved, Mr. Sienna seconded, and the committee approved unanimously:

MOTION: The DPC Committee approves the extension and increase of Wright-Pierce's Construction Contract for Administration of Record Drawings and O&M Manual Services until anticipated finish date of August 31, 2016, at an hourly estimated fee of \$220,000.

Discussion: Executive Director, Mr. Simonian explained Wright-Pierce's services were extremely valuable to the District as it saved staff time diagnosing equipment issues involving all the subcontractors. We also need Wright-Pierce to finish up reviewing the remaining contract items including punch list, stack test and equipment performance issues with the incinerator and sludge feed system. The attached proposal includes substantiation of additional services performed in the past three years and extra time necessary to get through stack test and final completion on the project.

Adjournment:

Mr. Serra moved, Mr. Sienna seconded, and the Committee approved unanimously to adjourn at 6:12 PM.