

# THE MATTABASSETT DISTRICT

# Memorandum

Date: November 7, 2016

Subject: District Project Construction Committee Meeting November 1, 2016 MINUTES

To: Board of Directors

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

AGS

## District Project Construction Committee November 1, 2016 Meeting Minutes

The District Project Construction Committee (DPCC) met on Tuesday, November 1, 2016 at The District Offices at 245 Main Street, Cromwell, Connecticut. The Chair, John Dunham, called the meeting to order at 6:10 PM. In addition to the Chair, present were Committee Members - Peter Centurelli and Tom Serra. There was a quorum. Committee Member Doug Sienna was absent. Also present were Executive Director -Arthur G. Simonian, Michelle Ryan-District Engineer, Bill Adkins-Maintenance Manager and Therlin Montgomery from Wright-Pierce.

The Committee approved the following Nitrogen Upgrade Invoice:

- Wright-Pierce's Professional Services Invoices for the Construction Inspection Services for September, 2016 in the amount of **\$12,343.22**.

Following is a summary of the November 1st DPCC Meeting:

### 1. Project Update

Mr. Therlin Montgomery from Wright-Pierce provided an update on the status of the project. The outstanding items are:

- \$120,000 is being held for line items left to complete on the incinerator
- O & M's Manuals and As-Builts have some remaining items.

### 2. Review of C.H. Nickerson's Payment Requisition No. 46 (September/October 2016) - \$ 220,000.00. (Approved at the October 17, 2016 Board Meeting) -

The Executive Director stated that the DPCC and Board previously approved release of (\$200,000) funds on the project and an additional \$20,000 was released for punch list items.

### 3. Review and Approval of Wright-Pierce's Construction Inspection Payment Requisition for September, 2016 for \$12,343.22.

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

**MOTION:** The DPC Committee approves Wright-Pierce's Construction Inspection Payment Requisition for September, 2016 in the amount of **\$12,343.22** and authorizes the Executive Director to pay the invoice.

4. C.H. Nickerson Change Order No. 49 – 1 PCO for \$309,230.00
  - a. PCO NO. 357 – General Conditions/Direct Overhead - The Committee consensus was to table the item for further discussion.

5. **Review and Approval of Wright-Pierce's Additional Services Proposal for providing Consulting & Design Support related to the GAC Fire not to exceed the amount of \$46,500.**

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

**MOTION:** The DPC Committee approves Wright-Pierce's Additional Services Proposal for providing and Consulting & Design Support related to the GAC Fire not to exceed the amount of **\$46,500.**

6. GAC Fire – The Executive Director provided an update on the schedule status of the repair, insurance claim and EPA malfunction letter.

7. Lab HVAC- Review:

- a. Scope of change order work – The Director provided the Committee with a copy of the change order and the DPCC minutes. Wright-Pierce provided an overview of the work involved.
- b. Humidification and Heating Issues – The Director advised the Committee there are three phases to the work that needs to be completed. The District has received three proposals for additional heating work in Lab/Maintenance Building. They are as follows:

1. Link Mechanical Services, Inc. - \$45,350
2. Central Mechanical Services, Inc. - \$59,110
3. B-G Mechanical Contractors, Inc. - \$88,574

**Review and Approval of lowest qualified bidder, Link Mechanical Services, Inc. of New Britain, pending staff approval for the Lab HVAC Project.**

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

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**MOTION:** The DPC Committee approves the lowest qualified bidder, Link Mechanical Services, Inc. of New Britain, pending staff approval for the Lab HVAC project which would be Link Mechanical, Inc.

8. Middletown Service Meter & PRV Replacement – The Director discussed the letter from the City of Middletown and the District’s response that addresses the replacement of the 6” water meter and pressure reducer valve. There is a proposal pending from a contractor.
  
9. July 2016 Outfall Inspection – The Director provided a video from July, 2016 and pictures and drawings with an explanation of the outfall inspection. The outfall sediment accumulated approximately 300 cubic yards since September, 2015. The outfall will be inspected annually but cleared semi-annually based on sediment accumulation.

**Adjournment:**

**Mr. Serra moved, Mr. Centurelli seconded, and the Committee approved unanimously to adjourn at 6:52 PM.**