



TOWN OF UXBRIDGE
WWTF BUILDING COMMITTEE
UXBRIDGE, MASSACHUSETTS 01569

Chairman Dale Bangma
Vice Chair Joe Marchand
Eugene O'Rourke
Dan Hicks
William Kessler

MEETING MINUTES

MEETING DATE: June 7, 2017
MEETING LOCATION: Town Hall, Lower Town Hall, 21 South Main Street

COMMITTEE MEMBERS PRESENT:

Dale Bangma
Eugene O'Rourke
Joe Marchand
Dan Hicks

JUL 12 '17 PM 5:38

**Received by
Uxbridge
Town Clerk**

OTHERS IN ATTENDANCE:

Benn Sherman	Director of Public Works
Jim Legg	Wastewater Operations Supervisor
David Genereux	Town Manager
Laurie Toscano	OPM (Weston & Sampson Engineers)
Mark Drainville	Project Designer (GHD)
Sandy Tripp	Project Designer (GHD)

I. CALL TO ORDER

It being 5:00 p.m., the meeting being properly posted, duly called and a quorum being present, Dale Bangma called the meeting to order.

II. OLD BUSINESS

None

III. NEW BUSINESS

a. Citizens Comments

None

b. Acceptance of Meeting Minutes (04/05/2017)

There was a motion by Joe Marchand seconded by Eugene O'Rourke to take out of order the Introduction of the Project Team since Mr. Sherman was delayed in arriving to the meeting.

Motion carried 4-0-0.

Mr. Sherman later distributed the April 5, 2017 minutes to the committee. Motion by Joe Marchand, seconded by Dan Hicks to accept the minutes from April 5, 2017 meeting. **Motion carried 4-0-0.**

c. Introduction of Project Team

- i. Owners Project Manager (OPM) - Weston & Sampson Engineers: Laurie Toscano, Project Manager, began by explaining the role of the OPM on this project. The OPM services function as an extension of the Town by providing technical expertise through review and monitoring the project budget, project schedule and milestones, assist with maintaining compliance with the Consent Order and to assist the project designers (GHD).
- ii. Project Designers – GHD: Marc Drainville, Project Manager, has been working for the Town beginning with the initial planning stages, negotiations with the USEPA regarding



the Consent Order and through design and bidding of the proposed upgrades/improvements. GHD's role going forward will be technical support in the administering of the project through construction. Sandy Tripp will be supporting GHD's efforts managing the day-to-day efforts through the construction phase. Dale Bangma inquired about the apparent low bidder. Daniel O'Connell's Sons (DOC) is the apparent low bidder for the work at the WWTF and W.M. Shultz Construction, Inc. for the West River Pump Station (WRPS).

- iii. Project Update: Laurie Toscano provided a verbal update on the status of the two projects. Both projects were advertised for public bidding and bids were received from both filed sub bidders and general contractors. The bidding process ran from March to late May 2017. We are awaiting the authorization for award from MassDEP as these projects are funded through the State Revolving Fund (SRF) program. Once the authorization is received from MassDEP, the Town will formally issue the notice of awards to Daniel O'Connell's Sons (DOC) and W.M. Shultz Construction, Inc. The next compliance schedule milestone in the Consent Order is June 30, 2017, which requires contracts to be executed for both projects.

Five general contractor bids were received for the WWTF project with the range being approximately \$2.5M lower than the mid point of bids. Two bids were received for the WRPS project and expect the low responsible bidder to be selected.

Joe Marchand inquired as to the estimated cost for the WRPS. The estimate for the WRPS was \$1.4M and the low bid received was \$1.559M. The low bid for the WWTF is \$34.605M. The WRPS is a complete upgrade of the existing sanitary sewer pump station located at the DPW facility on Hecla Street.

- iv. Schedule Update: No detail updates until contracts are executed.
- v. Budget Update: Laurie Toscano outlined the project budgeting. In April 2016, the Town approved a borrowing authorization for \$44.8M. The budget summary distributed does not include the final design or OPM costs. This \$2M differential was obtained through an outside borrowing. The SRF portion of the project will be paid through 2% and 0% loans. This project qualifies for 0% financing because of the nutrient components of the project. Approximately, 60% of the WWTF costs are eligible for 0%. We plan to provide a future breakdown of the separation between the 2% and 0% components as these will be critical to the reimbursement submissions to MassDEP.

Marc Drainville explained the bids were structured with alternates in order to prioritize the required items. Based on the available budget, we are able to do a majority of these items.

Dale Bangma asked if there were any addenda on the projects. There were nine (9) addenda issued on the WWTF and a few on the WRPS.

Benn Sherman further discussed the budget tracking and setup. As we move forward through construction, the team will provide detailed reports to the Committee.

- vi. General Discussion: Laurie Toscano discussed public outreach opportunities. We plan to consult with the Committee relative to these opportunities. Benn Sherman explained he is planning to develop another webpage to provide a central repository for information on the project. Combined with frequent meetings with the Committee, we feel that there will be a good foundation for information exchange throughout the duration of the project.



IV. MEMBER ISSUES

Joe Marchand asked if there are any planned interruptions to service at the WWTF or collection system. Marc Drainville indicated the collection system and WWTF will remain operable throughout the duration of construction.

Joe Marchand asked about the financial impacts to the rate payers and when will they begin to see these costs. Benn Sherman explained the Town Manager instituted new capital improvement fee that will offset some of the costs at the end of the project. These monies will reside in a reserve fund, which is specific to this project only. This fee will grow through the life of the construction project as the construction debt accumulates as we move to contract completion. This fee is increasing to \$110/CIF unit under the FY2018 rate structure.

Dale Bangma inquired about the process by which the Committee will follow to approve change orders. Benn Sherman explained the intent would be to have the Committee approve those items that are out of contract and the in contract items will be handled through the DPW Director and the Town Manager. In future meetings, a detailed summary will be provided to the Committee, which outlines the details associated with the management of change orders. The process will closely mimic that which is used by the fire station project.

Future meetings are tentatively scheduled for the second Wednesday of each month at 5:00 p.m. The next meeting is scheduled for July 12, 2017 at 5:00 p.m. The location to be determined.

V. ADJOURNMENT

Motion by Eugene O'Rourke, seconded by Joe Marchand to adjourn the meeting at 5:32 p.m.
Motion carried 4-0-0.

Minutes respectfully submitted by Benn Sherman.

Minutes approved by WWTF Building Committee

Date Approved: 07-12-17

Dale Bangma, Chairman

Joe Marchand, Vice Chairman

Dan Hicks

William Kessler

Eugene O'Rourke



TOWN OF UXBRIDGE
DEPARTMENT OF PUBLIC WORKS
 147 HECLA STREET
 UXBRIDGE, MASSACHUSETTS 01569-1326
 508-278-8616 ♦ Fax 508-278-3179

Ben Sherman, P.E.
 Director

WWTF & WRPS CONSTRUCTION

PURPOSE: WWTF & WRPS Construction
SOURCE: SRF 0%, SRF 2%, Local Borrowing
TOWN MEETING DATE: 2-Apr-16
 Appropriation \$ 44,800,000.00
 SRF Approval \$ 42,800,000.00
 \$ 29,200,000.00 SRF Portion Eligible for 0% Interest Rate
 \$ 13,600,000.00 SRF Portion Eligible for 2% Interest Rate

Total Authorization: \$ 44,800,000.00

ACCOUNT	CONTRACTS	DATE COMMITTED	TM ENCUMBRANCE	COMMITTED TO PROJECTS	DEBIT	CREDIT	BALANCE	STATUS
41-440-5880-4106PW16	WWTF FINAL DESIGN	7/1/2016		\$ 1,500,000.00	\$ 1,500,000.00	\$ -	\$ -	Closed
41-440-5892-4106PW16	OWNER'S PROJECT MANAGER	7/1/2016		\$ 500,000.00	\$ 27,488.03	\$ -	\$ 472,511.97	Active
	0 WWTF CPS (GHD)			\$ 4,150,000.00	\$ -	\$ -	\$ 4,150,000.00	Active
	0 WWTF CONSTRUCTION (DOC)			\$ 34,604,926.00	\$ -	\$ -	\$ 34,604,926.00	Active
	0 WRPS CPS (GHD)			\$ 140,000.00	\$ -	\$ -	\$ 140,000.00	Active
	0 WRPS CONSTRUCTION (WMS)			\$ 1,559,436.00	\$ -	\$ -	\$ 1,559,436.00	Active
	0 LEGAL			\$ 45,638.00	\$ -	\$ -	\$ 45,638.00	Active
	0 CONTINGENCY			\$ 2,300,000.00	\$ -	\$ -	\$ 2,300,000.00	Active
TOTAL COMMITTED				\$ 44,800,000.00	\$ 1,527,488.03	\$ -	\$ 43,272,511.97	
FUNDS AVAILABLE				\$ 44,800,000.00	\$ -	\$ -	\$ -	



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MEETING SIGN IN SHEET

Meeting Place Town Hall, Lower Town Hall Meeting Room

Meeting Date & Time: June 7, 2017 at 5:00 p.m.

ATTENDEE:

Daniel Hicks

Joseph MARCHAND

Dale Bangma

GENE O'ROURKE

SAMES LEGG

Marc Drainville, GHD

Sandy Tripp, GHD

Laurie Toscano, Westcott Sampson
