



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:** November 15, 2017  
**MEETING LOCATION:** Uxbridge Police Station, 275 Douglas Street

**COMMITTEE MEMBERS PRESENT:**

Dale Bangma  
Eugene O'Rourke  
Bill Kessler  
Joe Marchand  
Dan Hicks

006 17 18 14 2017

Received by  
Uxbridge  
Town Clerk

**OTHERS IN ATTENDANCE:**

Benn Sherman	Director of Public Works
Jim Legg	Wastewater Operations Supervisor
Laurie Toscano	OPM (Weston & Sampson Engineers)
Sandy Tripp	Project Designer (GHD)
Sara Greenberg	Project Designer (GHD)

**I. CALL TO ORDER**

It being 5:35 p.m., the meeting being properly posted, duly called and a quorum being present, the Chair, Dale Bangma, called the meeting to order.

**II. OLD BUSINESS**

None

**III. NEW BUSINESS**

**A. Citizens Comments**

None

**B. Acceptance of Meeting Minutes (09/13/2017)**

Passed over for additional review by the Committee.

**C. Project Update**

Laurie Toscano (OPM) distributed the OPM status report to the Committee.

West River Pump Station (WRPS): The project is progressing while the contractor, William M Schultz (WMS), continues working on the procurement of the pump station with the vendor (Smith and Loveless). WMS is waiting on a defined delivery date for the packaged station, however, this is not known until this is received by the vendor's engineering group. Sandy Tripp indicated there are no consent order deadlines associated with this part of the project but we understand the station delivery is tentatively scheduled for February 2018. Joe Marchand asked about the budget status. Ms. Tripp noted we are on budget and reminded the Committee that we previously executed Change Order No. 1, which was required due to the issues with the electrical filed sub bidder. The project team has processed two payment requisitions totaling \$40,161.25.



Wastewater Treatment Facility (WWTF): Ms. Toscano reviewed the progress outlined in the OPM report. Notable items include: DOC is finalizing the baseline schedule, developing the schedule of values, continuing the submittal of shop drawings, procuring equipment/materials, prepping for the base slab for Preliminary Treatment area improvements, continuing concrete work for the new Septage Receiving facility, continuing electrical duct bank installation, continuing formwork for new Gravity Thickener #2 sludge hopper, prep for Secondary Clarifier (SC) #1 and excavating for new SC #4. GHD continues to review and comment on submittals received, including the baseline schedule and continues to provide full-time construction inspection. The third monthly construction meeting was held on November 9, 2017. Jim Legg forwarded along an email with aerial photos of the construction activities. Joe Marchand inquired if there was concrete testing being conducted. Sandy Tripp explained there is a quality assurance/quality control plan and it is the responsibility of the Contractor. GHD receives the tests results. Ms. Toscano noted the septage receiving tank recently passed the required leakage testing and the contractor is starting to backfill the area.

**D. Schedule Update**

Ms. Toscano updated the abbreviated schedule provided in the OPM report in accordance with the requests of the Committee. Sandy Tripp explained the draft version of the baseline schedule shows the project to be five days and the contractor was issued a letter noting the “float” in the schedule is shared by the town and contractor. The contractor continues to add staff to the project and is working on making up time in the schedule. The project team will continue to monitor the schedule on a weekly basis.

**E. Budget Update**

Benn Sherman passed out the monthly financial summary. The project team is working with the contractor on the completion of the baseline schedule. As of the meeting, it appears the baseline schedule will be finalized shortly. For this reason, the contractor has not submitted an application for payment. It is anticipated one will be submitted prior to the end of November. Sandy Tripp indicated the field engineers have agreed on the completed quantities and are awaiting for additional detail to be submitted for review.

Ms. Toscano indicated reimbursement request number 1 was submitted to MassDEP and the Clean Water Trust. This information is now summarized on the financial summary sheet provided. Joe Marchand asked who was monitoring the financials. The DPW Benn Sherman is tracking this information with support from both the OPM and GHD.

**IV. MEMBER COMMENTS**

Benn Sherman asked the Committee if they preferred to reschedule the December meeting since it falls on December 20, 2017. The Committee agreed to Passover the December meeting unless there are any issues require action by the Committee. Mr. Sherman will notify the Committee if there is a need for a December meeting.

**V. ADJOURNMENT**

Motion by Bill Kessler, seconded by Joe Marchand to adjourn the meeting at 6:05 p.m. **Motion carried 5-0-0.**



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 & WEST RIVER PUMP STATION BUDGET & REIMBURSEMENT SUMMARY

PURPOSE: WWTF & WRPS Construction  
 SOURCE: SRF 0%, SRF 2%, Local Borrowing  
 TM DATE: 4/2/16  
 TM APPROPRIATION: \$44,800,000.00

SRF Portion Eligible for 0% Interest Rate \$ 29,200,000.00  
 SRF Portion Eligible for 2% Interest Rate \$ 13,600,000.00  
 Total SRF Approval \$ 42,800,000.00

TOTAL AUTHORIZATION: \$44,800,000.00

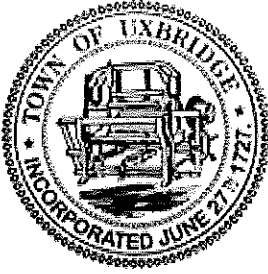
ACCOUNT NUMBER	CONTRACTS	APPROVED	ORIGINAL BUDGET	CONTRACT/ PO AMOUNT	APPROVED CHANGE ORDERS	ADJUSTED CONTRACT	EXPENSE TO DATE	BALANCE REMAINING	% CMLPT STATUS
41-440-5303-4106PW16-0000-0-0	LEGAL <sup>1</sup>	7/1/17	\$ 45,638.00	\$ 45,638.00	\$ -	\$ 45,638.00	\$ -	\$ 45,638.00	0.0% Active
41-440-5303-4106PW16-0000-0-0	CONTINGENCY <sup>1,3</sup>	7/1/17	\$ 2,050,000.00	\$ 2,300,000.00	\$ (78,900.00)	\$ 2,221,100.00	\$ -	\$ 1,730,246.00	0.0% Active
41-440-5880-4106PW16-0000-0-0	WWTF FINAL DESIGN <sup>2</sup>	7/1/16	\$ 1,500,000.00	\$ 1,500,000.00	\$ -	\$ 1,500,000.00	\$ 1,500,000.00	\$ -	100.0% Closed
41-440-5892-4106PW16-0000-0-0	OWNER'S PROJECT MANAGER <sup>2</sup>	2/7/17	\$ 500,000.00	\$ 500,000.00	\$ -	\$ 500,000.00	\$ 72,480.16	\$ 427,519.84	14.5% Active
41-440-5893-4106PW16-0000-0-0	WWTF CPS (GHD) <sup>1</sup>	11/9/16	\$ 4,400,000.00	\$ 4,150,000.00	\$ -	\$ 4,150,000.00	\$ 498,510.54	\$ 3,651,489.46	12.0% Active
41-440-5893-4106PW16-9100-0-0	WRPS CPS (GHD) <sup>1</sup>	11/9/16	\$ 140,000.00	\$ 140,000.00	\$ -	\$ 140,000.00	\$ 39,628.84	\$ 100,371.16	28.3% Active
41-440-5894-4106PW16-0000-0-0	WWTF CONSTRUCTION (DOC) <sup>1</sup>	6/26/17	\$ 34,604,926.00	\$ 34,604,926.00	\$ -	\$ 34,604,926.00	\$ -	\$ 34,604,926.00	0.0% Active
41-440-5894-4106PW16-9100-0-0	WRPS CONSTRUCTION (WMS) <sup>1</sup>	6/26/17	\$ 1,559,436.00	\$ 1,559,436.00	\$ 78,900.00	\$ 1,638,336.00	\$ 40,161.25	\$ 1,598,174.75	2.6% Active
41-440-2050-4106PW16-0000-0-0	WWTF RETAINAGE	6/26/17				\$ -		\$ -	
41-440-2050-4106PW15-0000-0-0	WRPS RETAINAGE	6/26/17				\$ -		\$ -	
				TOTAL COMMITTED	\$ 44,800,000.00	\$ 44,800,000.00	\$ 2,152,894.54	\$ 42,158,365.21	4.8%
				FUNDS AVAILABLE	\$ -	\$ -	\$ -	\$ -	

<sup>1</sup> Included in the SRF funding request and authorization  
<sup>2</sup> Included in the independent borrowing for final design and OPM services  
<sup>3</sup> GHD additional services for WWTF were put into the contingency line

REIMBURSEMENT SUMMARY

REIMBURSIBLE ITEMS	ELIGIBLE COSTS <sup>4</sup>	CONTRACTED AMOUNT	2% Loan 16-26	0% Loan 16-26B	0% Federal Grant
WRPS CONSTRUCTION (WMS)	\$ 1,637,408.00	\$ 1,638,336.00	\$ 30,661.25	\$ -	\$ -
WWTF CONSTRUCTION (DOC)	\$ 36,335,172.00	\$ 34,604,926.00	\$ -	\$ -	\$ -
WWTF CPS (GHD)	\$ 4,400,000.00	\$ 4,150,000.00	\$ -	\$ 401,984.00	\$ -
WRPS CPS (GHD)	\$ 140,000.00	\$ 140,000.00	\$ 35,051.57	\$ -	\$ -
UTILITY WORK	\$ 287,420.00	\$ 287,420.00	\$ -	\$ -	\$ -
TOTAL	\$ 42,800,000.00	\$ 40,820,682.00	\$ 65,712.82	\$ 401,984.00	\$ -

<sup>4</sup> Based on MassDEP's revised Project Approval Certificate dated 6/1/2017



# Monthly OPM Project Updates

## November 2017

### 2016-04 West River Pump Station Replacement

**Progress:** Last Month – WM Schultz continued with revisions to submittals and coordination with the pump station supplier on procurement and delivery of equipment. Monthly construction meetings were held on October 12, 2017 and November 9, 2017. The contractor's second application for payment was submitted and approved.

This Month – WM Schultz is continuing with revisions to submittals and coordinating with the pump station supplier on procurement and delivery of equipment. The next monthly construction meeting will be held on December 14, 2017.

**Schedule:** Estimated Project Completion Date: July 4, 2018

<b>Financial:</b>	GHD Budget:	\$140,000	Invoiced:	\$39,628	% Complete:	28%
	Contractor:	\$1,638,336*	Invoiced:	\$40,161	% Complete:	2.6%

*\*Adjusted for Change Order No. 1*

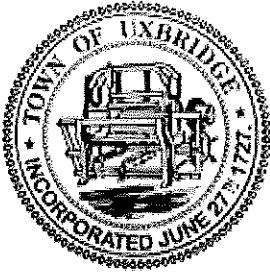
**Submittal Status:** Approximately 32% of submittals have been received and have been or are being reviewed.

**Action Items:** Continue to work with WM Schultz schedule for equipment procurement and delivery and overall project completion.

**Current Status:** WM Schultz will continue shop submittals and procurement of equipment and materials. They plan to mobilize once a delivery date from the PS supplier has been finalized.

### 2016-05 Wastewater Treatment Facility BNR & Infrastructure Upgrade

**Progress:** Last Month – DOC has increased intensity of activity on-site and continued work to finalize the baseline schedule, submittal of shop drawings, procuring equipment/materials, placed footer walls for Preliminary Treatment area improvements, wetwell base slab and wall placement for the new Septage Receiving facility, placed precast curb/pad for transformer, duct bank installation and preparation/excavation for



Schedule: Estimated Project Completion Date: February 21, 2020

Key Milestone Completion Dates: based on DOC 11/14/17 Baseline Schedule

Activity	Start by Date	Finish by Date	Early (E), Late (L) or Actual (A) Date *
Secondary Clarifier No. 4	August 30, 2017	October 29, 2018	E
Septage Receiving Building:	September 25, 2017	September 12, 2018	E
Preliminary Treatment Building:	October 2, 2017	February 14, 2019	E
Site Electrical:	October 17, 2017	August 17, 2018	E
Sludge Thickener No. 2:	November 9, 2017	March 11, 2019	E
Aeration Basins Nos. 1-3 Extensions	January 31, 2018	September 17, 2019	L
Process/Admin Building with Finishes	February 28, 2018	December 13, 2019	L
Chemical Building	March 23, 2018	December 13, 2019	L
Aeration Basin Distribution Box	June 25, 2018	September 28, 2018	L
Yard Piping	July 11, 2018	November 6, 2019	L
Filter Building	July 20, 2018	November 6, 2019	L
Blower Building	August 15, 2018	December 20, 2019	L
Secondary Clarifier Nos. 1-3 Upgrade	October 9, 2018	April 12, 2019	L
Utility Tunnel	November 28, 2018	October 14, 2019	L
UV & Post Aeration	December 21, 2018	November 22, 2019	L
Process Bldg. Blower Room:	February 12, 2019	November 22, 2019	L
Primary Settling Basins	February 15, 2019	November 22, 2019	L
Primary Settling D-Box	February 15, 2019	April 10, 2019	L
Sludge Pumping Station	April 15, 2019	November 22, 2019	L
Garage:	April 16, 2019	October 23, 2019	L
Main Pump Station	April 26, 2019	October 14, 2019	L

**Town of Uxbridge, MA**  
**Wastewater Treatment Facility Upgrade &**  
**West River PS Replacement**

<b>Project Schedule</b>	
<b>Project Milestone</b>	<b>Anticipated Date</b>
Bid Documents Available	March 14, 2017
WWTF & WR PS Pre-Bid Meeting	March 30, 2017
WWTF Filed Sub-bid Opening	April 13, 2017
WR PS Filed Sub-bid Opening	April 20, 2017
WWTF & WR PS GC Bid Opening	April 27, 2017
Building Committee Meeting	May 4, 2017
Discussion of Bid Results	May 18, 2017
Revised Project Approval Certificate (CW-16-26) from DEP	June 1, 2017
Authorization to Award from DEP	June 5, 2017
Building Committee Meeting	June 7, 2017
Notice of Award to Contractors	June 15, 2017
Executed Construction Contracts	June 26, 2017
Notice to Proceed to Contractors	June 26, 2017
Initiate Construction of the WWTF Upgrades per Order	June 30, 2017
WWTF & WR PS Pre-Construction Conferences	July 10, 2017
Building Committee Meeting	July 12, 2017
Semi-annual Report to EPA & DEP	July 31, 2017
Building Committee Meeting	August 9, 2017
WWTF & WR PS Monthly Construction Meetings	August 10, 2017
Project Regulatory Agreements (PRA's) Received	September 11, 2017
Building Committee Meeting	September 13, 2017
WWTF & WR PS Monthly Construction Meetings	September 14, 2017
Meeting with SRF/CWT Representatives	September 26, 2017
WWTF & WR PS Monthly Construction Meetings	October 12, 2017
Building Committee Meeting	October 18, 2017
WWTF & WR PS Monthly Construction Meetings	November 9, 2017
Building Committee Meeting	November 15, 2017
<b>WWTF &amp; WR PS Monthly Construction Meetings</b>	<b>December 14, 2017</b>
<b>Building Committee Meeting</b>	<b>Continuing Monthly</b>
<b>WWTF &amp; WR PS Monthly Construction Meetings</b>	<b>Continuing Monthly</b>
<b>Semi-annual Report to EPA &amp; DEP per Order</b>	<b>January 31, 2018</b>
<b>WR PS Replacement Construction Substantial Completion</b>	<b>May 5, 2018</b>
<b>WR PS Replacement Construction Final Completion</b>	<b>June 4, 2018</b>
<b>Semi-annual Report to EPA &amp; DEP per Order</b>	<b>July 31, 2018</b>
<b>Semi-annual Report to EPA &amp; DEP per Order</b>	<b>January 31, 2019</b>
<b>Semi-annual Report to EPA &amp; DEP per Order</b>	<b>July 31, 2019</b>
<b>WWTF Upgrade Construction Substantial Completion</b>	<b>December 23, 2019</b>
<b>Complete Construction of the WWTF Upgrades per Order</b>	<b>December 31, 2019</b>
<b>Semi-annual Report to EPA &amp; DEP per Order</b>	<b>January 31, 2020</b>
<b>WWTF Upgrade Construction Final Completion</b>	<b>February 21, 2020</b>
<b>Achieve Full Compliance with NPDES Permit per Order</b>	<b>June 1, 2020</b>

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TOWN OF UXBRIDGE  
 WWTF BUILDING COMMITTEE  
 UXBRIDGE, MASSACHUSETTS 01569

MEETING SIGN IN SHEET  
 WEDNESDAY, NOVEMBER 15, 2017  
 UXBRIDGE POLICE STATION, 275 DOUGLAS STREET, UXBRIDGE, MA

INITIAL	NAME	AFFILIATION	ADDRESS	PHONE	EMAIL
<i>DB</i>	Dale Bangma	WWTF Building Committee			
<i>JM</i>	Joe Marchand	WWTF Building Committee			
<i>EO</i>	Eugene O'Rourke	WWTF Building Committee			
<i>DH</i>	Dan Hicks	WWTF Building Committee			
<i>WK</i>	William Kessler	WWTF Building Committee			
<i>BS</i>	Benn Sherman	Uxbridge DPW			<a href="mailto:bsherman@uxbridge-ma.gov">bsherman@uxbridge-ma.gov</a>
<i>JL</i>	Jim Legg	Uxbridge DPW-Wastewater			<a href="mailto:jlegg@uxbridge-ma.gov">jlegg@uxbridge-ma.gov</a>
	David Genereux	Town Manager			<a href="mailto:dgenereux@uxbridge-ma.gov">dgenereux@uxbridge-ma.gov</a>
<i>ST</i>	Sandy Tripp	GHD (Designer)			<a href="mailto:stripp@ghd.com">stripp@ghd.com</a>
	Marc Drainville	GHD (Designer)			<a href="mailto:mdrainville@ghd.com">mdrainville@ghd.com</a>
<i>LT</i>	Laurie Toscano	Weston & Sampson (OPM)			<a href="mailto:ltoscano@wseinc.com">ltoscano@wseinc.com</a>
<i>SG</i>	Sara Greenberg	GHD (Designer)			<a href="mailto:sara.greenberg@ghd.com">sara.greenberg@ghd.com</a>



Minutes respectfully submitted by **Benn Sherman**.

Minutes approved by WWTF Building Committee

Date Approved: 01/17/2018

**Dale Bangma, Chairman**

**William Kessler**

**Joe Marchand, Vice Chairman**

**Eugene O'Rourke**

**Dan Hicks**