

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY
TECHNICAL COMMITTEE

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Central Brown County Water Authority –Technical Committee** was held on Monday, June 15, 2009 at the Allouez Village Offices – 1900 Libal Street, Green Bay, Wisconsin

Present: Allouez-Selissen; Bellevue-Balke, DePere-Thoresen, Howard-Farr
Lawrence-Little, Ledgeview-Tenor

Also

Present: Dave Vaclavik -PMP

The meeting was called to order by Chairman Scott Thoresen at 1:35 p.m.

ROLL CALL:

Call the roll for attendance.
Roll Call as noted above.

APPROVAL OF AGENDA:

Approve Agenda

Motion made by Lawrence and seconded by Bellevue to approve the agenda.

MOTION APPROVED UNANIMOUSLY

APPROVAL OF MINUTES:

May 18, 2009

Motion made by Bellevue and seconded by Lawrence to approve the minutes.

MOTION APPROVED UNANIMOUSLY

APPEARANCES: None

COMMUNICATIONS: None

AGENDA ITEMS:

Dave Vaclavik highlighted engineering activities during the last reporting period from the written report provided by Engineer Gary Rosenbeck of McMahon Inc.

1. **Engineer's Project Status Report:**

a. **Hobart Booster Pump Station Electrical System Modifications:**

The booster pump station is operational, however, troublesome. There is a leak in the internal fuel tank which is estimated to cost between \$3,000 to \$5,000 to repair, and from \$8,000 to \$9,000 to replace. Although the unit is only two years old, it was moved, therefore, violating the warranty.

b. **Phase I A/R Valve Project Closeout:**

Project has not been closed out is not complete as punch list items have not been completed, therefore, there has been no start date given for Phase II.

c. **Phase II A/R Valve Project Start-Up:**

See above

- d. **Meter Test MH's:**
No report.
 - e. **Continuity Stations Closeout:**
No report.
 - f. **Cooperstown Trench Repair:**
 - i. **Manitowoc County Highway Department:**
Work has been completed.
 - ii. **Dorner, Inc.**
Dorner has taken no action and is resisting completion of clean-up work. McMahon will continue to follow-up.
 - g. **Erosion Repairs at Culvert Crossing on CTH R South of STH 147:**
Significant erosion has been repaired by the Manitowoc County Highway Department.
 - h. **Phase III A/R Valve Project Negotiations:**
Information expected by next meeting.
 - i. **Chlorination Study Status:**
Information expected for DNR report by early July.
2. **Status Report for Project Closeout:**
- a. **Corrpro Investigation for Contract "E":**
A final inspection report was received from Corrpro dated 5/28/09. Their conclusion was that the measured resistances were significantly greater than the theoretical resistance for six of the seven sections that were tested. Based on this information, they state there are probably multiple missing or improperly made continuity bonds. Corrpro recommends monitoring the pipeline for corrosion.
 - b. **Contract "F" Closeout:**
Vaclavik reported that he has received inspector's notes from Mead & Hunt relative to Contract F. This contract will be closed out in July.
 - c. **City of Manitowoc Johnston and Magnolia Settlement:**
Manitowoc has not responded with a dollar figure for repairs.
 - d. **Warranty Inspections for A, B, D, & E:**
Mr. Rosenbeck indicates he is struggling with getting punch list items finished on the open contracts.
3. **System Study Status:**
A draft contract and scope of work has been received from CDM. It has been sent to Attorney Kobza for her review and evaluation.
4. **General Engineering Services:**
- a. **Review of Proposed RFQ:**
A draft of an RFQ for Engineering Consultant Services was reviewed and discussed. Vaclavik stated that the RFQ will be sent to six designated engineering firms, i.e. Strand, McMahon, SEH, Donohue, Riekert-Mielke, and CDM. Any additions should be sent to Vaclavik. The Technical Committee will act as the selection committee and Board members will be invited to participate.

Vaclavik explained that the initial review will be qualification based, with costs considered in the final selection process.

Mr. Little stated it was his understanding that at the last Technical Committee an agreement was made to have McMahon Inc serve as the engineer. Vaclavik explained that although five of the six Board members agreed with that recommendation or had no opinion either way, Ray Kopish preferred an RFQ process.

Vaclavik explained that he, Mr. Thoresen, and Mr. Berndt discussed conflict of interest. Mr. Berndt was of the opinion that if the engineer discovers something he finds in conflict with CTE-AECOM, he has the obligation to bring it to the attention of the Board, however, then has the option to walk away if found to be a conflict. *The RFQ asks for any current relationships with AECOM as part of the proposal. In addition, it requires that the selected consultant sign a document denying any conflict of interest as part of their contract with the CBCWA.*

Mr. Thoresen and Mr. Vaclavik stated they disagreed with this statement, asking for Committee opinion. Mr. Little pointed out that if the engineer walks away, there would be a continuity gap. He indicated he would not support language that would allow this, specifically that, "Once identified, a consultant may excuse himself from further involvement with the issue". Other committee members agreed that this statement should be removed. Mr. Vaclavik agreed to re-draft the document.

Mr. Little also noted and asked that the record show that the language in the RFP for Water System Evaluation & System Optimization, and the RFQ for Engineering Consultant Services related to conflict of interest reads the same.

- b. **Schedule:**
RFQ's will go out in mid-July with a special meeting scheduled to review applications. A recommendation will be made by the Technical Committee in August with final selection at the August Board meeting.
- c. **Selection Process:**
As stated above, the Technical Committee will act as the selection committee. Any interested Board members are invited to participate. The initial review will be qualifications based, however, costs will be a consideration in the final selection process.

51. **Next Meeting:**
Regular Meeting - Monday, July 13, 2009 – Allouez Village Offices

Adjourn:

**Motion made by Howard and seconded by Lawrence to adjourn at 2:15p.m.
MOTION APPROVED UNANIMOUSLY**

Respectfully submitted,

Rae G. Knippel
Recording Secretary