

AGENDA

DATE: Monday, November 21, 2022
TIME: 5:30 PM
PLACE: **By Video Conference and Teleconference**

To facilitate access, members of the public may join a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at www.norwalkct.org/meetings.



Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.



Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.



Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Dilene Byrd at dbyrd@norwalkct.org to provide written public comment prior to a meeting.

WPCA Regular Meeting:

1. Call to Order
2. Approve the minutes from WPCA Meeting held on October 17, 2022. (copy included)
3. Authorize the Chief of Operations and Public Works to issue orders on contract to Kovacs Construction Corporation for the Comprehensive Pump Station Upgrade Project (WPCA 2021-01) for an amount not to exceed \$250,000.

Account No. 09204062-5777-C0360

4. Contract Operations Report:
 - a. Veolia Monthly Operating Report – October 2022 (copy included)
 - b. Orchard Street Sanitary Sewer Improvements Update
 - c. Contract Year 3 – Inflation Adjustment (letter included)
 - d. Major Repair or Replacement / Out of Scope Items (copies included):
 - 1) New Chicago Pump and Motor – Keeler Brook PS
 - 2) Instrumentation and Controls – Scum Storage Tank
 - 3) Back-up Float Systems at Five Pump Stations

5. Reports:
 - a. FY22/23 Revenues/Expenditures MUNIS Report (copy included)
 - b. Discussion on WPCF Facility Plan Update
 - c. Discussion on WPCA Projects (photos included):
 - 1) WWTP – Aeration Tanks Electrical Infrastructure Improvements
 - 2) Collection – Wall Street / 2 Knight Street Relocation and Improvements
 - 3) PS – Bell Island PS Improvements
 - 4) PS - Five Mile, Old Trolley Way, Karen Dr., and Woodward Ave. Rehabilitation
 - 5) SCADA Upgrade Phase III
 - d. Sewer Use Bill Appeals/Adjustments Update
 - 1) Appeal status
 - e. Information Copies:
 - 1) Wright-Pierce Task Order 14
6. Adjournment

Next WPCA Meeting: **Monday, December 19, 2022, 5:30 PM**
By Video Conference and Teleconference

To allow public access, anyone may access a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at www.norwalkct.org/meetings.



Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.



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**CITY OF NORWALK
WATER POLLUTION CONTROL AUTHORITY VIA ZOOM VIRTUAL
VIDEOCONFERENCE AND TELECONFERENCE
REGULAR MEETING
October 17, 2022**

Attendance: Darren Oustafine, Chairman
Barbara Smyth
John Bove
Chris Mannella
Thomas Livingston

Staff: Vanessa Valadares, Interim Chief of Operations and Public Works
Ralph Kolb, WPCA Senior Environmental Engineer
Neyla Bauer, Wastewater Systems Manager



Others: Vanessa McPherson, ARCADIS
Mary Penny, ARCADIS
Kelsey McCutcheon, Verrill Dana, LLP

1. CALL TO ORDER

Mr. Oustafine called the meeting to order at 5:30PM.

2. APPROVE THE MINUTES FROM WPCA MEETING HELD ON SEPTEMBER 19, 2022 (COPY INCLUDED)

**** MS. SMYTH MOVED TO APPROVE THE MINUTES AS SUBMITTED.**

**** THE MOTION PASSED WITH FOUR (4) IN FAVOR AND (1) ABSTENTION- MR. LIVINGSTON.**

3. AUTHORIZE THE CHAIRMAN OR VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AMENDMENT TO THE JANUARY 27, 2016, AGREEMENT WITH ARCADIS U.S., INC. IN THE AMOUNT OF \$3,000,000 AND EXTEND THE TERM OF THE AGREEMENT BY THREE (3) YEARS TO PROVIDE ADDITIONAL ON-CALL PROFESSIONAL ENGINEERING SERVICES IN ACCORDANCE WITH SCOPE OF SERVICES LETTER DATED OCTOBER 5, 2022. (COPY INCLUDED)

ACCOUNT NO. 09174062-5777-C0545 AND 091840620-5777-C0545

Mr. Kolb said once the Facility Plan update is submitted to the DEEP the next step will be to go into design and this item is to bring ARCADIS on for an additional three years and have the amendment ready so when they get the authorization from the DEEP, they can begin the design. He said they will also be able to submit for Clean Water Funds.

**** MR. BOVI MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

4. AUTHORIZE THE CHAIRMAN OR VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AMENDMENT TO THE MARCH 3, 2021, AGREEMENT WITH BROWN AND CALDWELL, INC. IN THE AMOUNT OF \$3,000,000 AND EXTEND THE TERM OF THE AGREEMENT BY THREE (3) YEARS TO PROVIDE ADDITIONAL ON-CALL PROFESSIONAL ENGINEERING

**SERVICES IN ACCORDANCE WITH SCOPE OF SERVICES LETTER DATED
OCTOBER 14, 2022. (COPY INCLUDED)**

ACCOUNT NO. 09234062-5777-C0361

Mr. Kolb said that Brown and Caldwell has completed the initial contract amount and the next steps for the Collection System Master Plan is to begin entering into design for the Hubble's Lane relief sewer project, the elimination of the Ann Street emergency overflow, the catch basin disconnect program and the target rainfall derived I&I plan over the next 20 years. The additional funds and extension on the Brown and Caldwell contract will allow staff to set up task orders for those projects and meet the requirements of the Consent Order.

**** MS. SMYTH MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

**5. AUTHORIZE THE INTERIM CHIEF OF OPERATIONS AND PUBLIC WORKS TO
ISSUE ORDERS ON CONTRACT WITH KOVACS CONSTRUCTION CORPORATION
FOR THE AERATION TANKS ELECTRICAL INFRASTRUCTURE IMPROVEMENTS
PROJECT (WPCA 2021-4) FOR AN AMOUNT NOT TO EXCEED \$150,000.**

ACCOUNT NO. 09174062-5777-C0545

Mr. Kolb said Kovacs Construction is the contractor that is doing the phase I improvements at the wastewater treatment plant and are working on the punch list items and there are some items that will be added to the contract to improve the operation of the facility that will require the additional funding of \$150,000. He said that the work will be related to SCADA system improvements and some electrical work.

**** MR. BOVI MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED WITH FOUR (4) IN FAVOR AND (1) ABSTENTION- MR. MANELLA.**

Mr. Kolb said that the Collection System Master Plan was submitted to the state and a copy was provided to everyone via email and is also on the city's webpage.

Mr. Livingston left the meeting at 5:40PM.

**6. DISCUSSION ON WPCF FACILITY PLAN UPDATE (PRESENTATION BY ARCADIS
U.S., INC.)**

Ms. McPherson presented and said ARCADIS is assisting the WPCA on the update for the Facility Plan for the wastewater treatment plant. She said the update of the plan will include review existing and estimate future flows and loads, describe site updates and improvements since the 2009 facility plan update, review current treatment efficiency and capabilities, review current permit requirements, develop, and evaluate improvements and recommend alternatives for key focus areas that include the aeration

system, final settling tanks and wet weather treatment. She said the current capacity of the wastewater treatment plant is 18 MGD (million gallons per day). If the facility reaches a threshold of 90% of the design flowrate which is 16.2 MGD, increasing the wastewater treatment plant capacity would need to be looked at, but based on the 12 month rolling average the wastewater treatment plant is operating at 12 MGD which is way below the threshold of looking at increasing the capacity and below the design flow rate of 18 MGD. She said they will continue to analyze the flow and load data and also meet with Planning and Zoning this week to get an understanding from them about know development so that to be sure the wastewater treatment plant is operating well below the 16.2 MGD.

Ms. McPherson said the objectives of the aeration system will be to look at the blower sizing and technology, solids handling improvements and working together to select a technology that makes the most sense. She said as part of the process will also be confirming the extent of the upgrades to the aeration system.

Ms. McPherson said the objectives of the final setting tanks will be to do a condition assessment to be sure the tanks are viable and sound and determine the extend for the upgrade of the area and to work with the WPCA and Veolia to understand their current operation and present evaluations and provide recommendations to address challenges in the facility plan update.

Ms. McPherson said the last focus area is wet weather treatment and the facility plan update will evaluate vial and cost-effective measures to provide Outfall 002 with primary treatment or its equivalent. She said the focus will be to minimize O&M requirements, maximize cost-benefit, evaluate the footprint to best utilize the existing supplemental treatment building and to optimize chlorine demand on microbial loads. She said they will also discuss alternatives analysis with WPCA and Veolia and present alternatives in the facility plan update and provide recommendations.

Ms. McPherson said the facility plan update must be submitted to the DEEP for approval by June 30, 2023, and will be scheduling team workshops in the fall of 2022 through the spring 2023 and update the WPCA board through the winter and the spring to be able to hit the deadline.

Ms. Smyth left the meeting at 5:55PM.

7. Contract Operations Report:

a. Veolia Monthly Operating Report – September 2022 (copy included)

Mr. Kolb reported and said in September the collections team completed over 4.05 miles of TV inspection along with 5.31 miles of cleaning and eight manhole inspections. The IPP inspection program conducted 45 inspections and the wastewater treatment plant continued receiving septage from Stamford during their construction shut down.

Mr. Kolb said the average daily flow was 10.4 for the month and the 12 monthly rolling average was just over 11.5 MGD.

b. Orchard Street Sanitary Sewer Improvements Update

Mr. Kolb said that Green Mountain Pipeliners was on site cleaning and televising the line and taking measurements for the liner. He said the installation of the liner is scheduled for November and is a three-phase lining approach.

- c. Major Repair or Replacement / Out of Scope Items: None

8. REPORTS

- a. FY21/22 and FY22/23 Revenues/Expenditures MUNIS Report (copies included)

- 1) Transfer of Veolia balance (account no. 224062-5258) set aside in FY2021-22 to FY2022-23 in the amount of \$1,091,314.03 was completed

Mr. Kolb noted that there was a substantial transfer of almost \$1.1 million dollars for Veolia that were set aside from last year that were not spent.

- b. Collection System Master Plan Update (copy included)

Mr. Kolb said that the Collection System Master Plan was submitted to the state and a copy was provided to everyone via email and is also on the city's webpage.

- c. Financial Model Update (copy included)

Mr. Kolb said that there was a task order submitted to Woodard and Curran to update the financial model to include the Collection System Master Plan items that were identified along with the operating budget.

- d. Discussion on WPCA Projects:

- 2) Collection – Wall Street / 2 Knight Street Relocation and Improvements

Mr. Kolb said that Holzner is the contractor and have hit a three-week delay because they are working with the subcontractor on the rebar calculations due to having to shift the chamber and the calculations have been revised and the rebar has been ordered and will start the installation this week.

- 3) Collection – Sanitary Sewer System Rehabilitation – Various Locations

Mr. Kolb said there is a punch list of items that staff has been working on with Green Mountain Pipe Liners and are working on getting a schedule to have it completed by the end of the year.

- 4) PS - Five Mile, Old Trolley Way, Karen Dr., and Woodward Ave. Rehabilitation

Mr. Kolb said there is a meeting scheduled for Wednesday with Kovacs Construction and will have a report at next month's board meeting but do to supply chain issues the projects will be going into next year.

5) PS – Bell Island PS Improvements

Mr. Kolb said a bypass chamber is ready to be installed on top of the force main and will be meeting with Kovacs Construction tomorrow to get a schedule date and will work with the association to be sure they know when the work will be commencing. He said once that work has been completed the Veolia team will be installing the pumps and new valves on the pump station.

6) WWTP – Aeration Tanks Electrical Infrastructure Improvements

Mr. Kolb said that Kovacs Construction has been working on the electrical improvement project for the aeration tanks that has gone very well and is up and running and he is very pleased.

7) SCADA Upgrade Phase III (copy included)

Mr. Kolb said there are some items that Kovacs Construction will be working on, and Aaron Associates is the programmer and through ARCADIS have identified \$75,000 for the instrumentation of the programming.

e. Sewer Use Bill Appeals/Adjustments Update

1) Appeal status

Mr. Kolb said the appeals to date are Appeals to date are \$39,341.00

f. Information Copies:

1) CWF Application Submitted (letters included)

There was no discussion.

9. ADJOURNMENT

**** MR. BOVI MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 6:08PM.

Respectfully submitted,

Dilene Byrd

Norwalk Water Pollution Control Authority Monthly Operating Report October 2022

EXECUTIVE SUMMARY - October 2022

October Highlights

- Veolia staff participated in the DPW / WWTF Open House held on Saturday, October 1st. There was an excellent turnout and Veolia staff enjoyed providing tours of the WWTF as well as demonstrations of the collections system equipment.
- Veolia collections system team completed over 2.63 miles of TV inspection along with the cleaning of over 2.32 miles of sewer lines and 57 manhole inspections.
- The IPP inspection program conducted 45 inspections.
- The WWTF continued receiving septage from Stamford during their construction shut down.

Regulatory Events

- The WWTF experienced a daily exceedance for chlorine residual on October 4th when one of the grab samples taken during the day recorded a value of 0.64 mg/l which resulted in a daily average of 0.1 mg/l.
- The WWTF was in compliance with all other permit limits for the month of October.
- The netDMR, MOR, ATMR and NAR reports were all submitted to CT-DEEP and EPA in October.



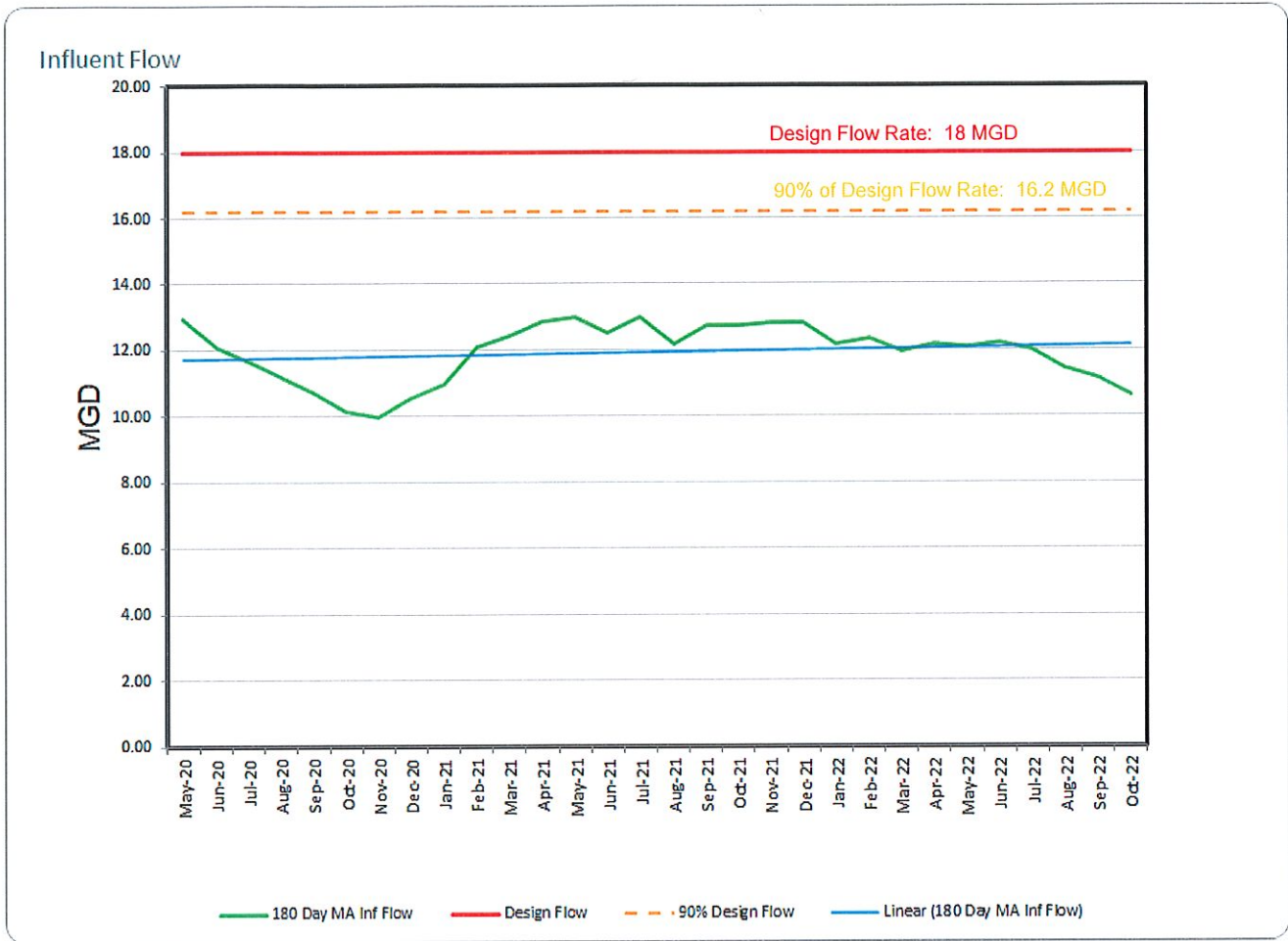
4.9.

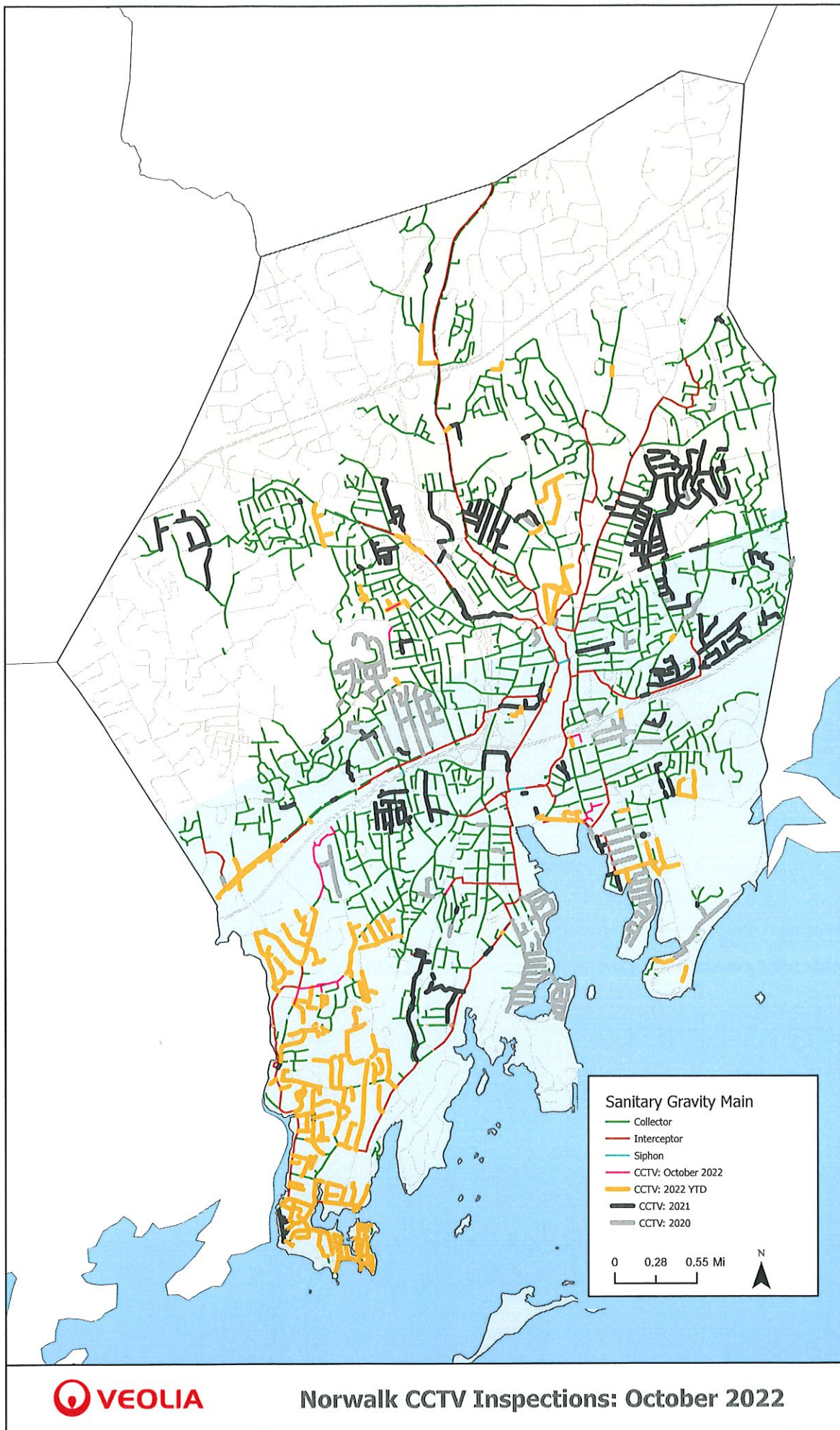
Norwalk Water Pollution Control Authority Monthly Operating Report - Executive Summary
October 2022

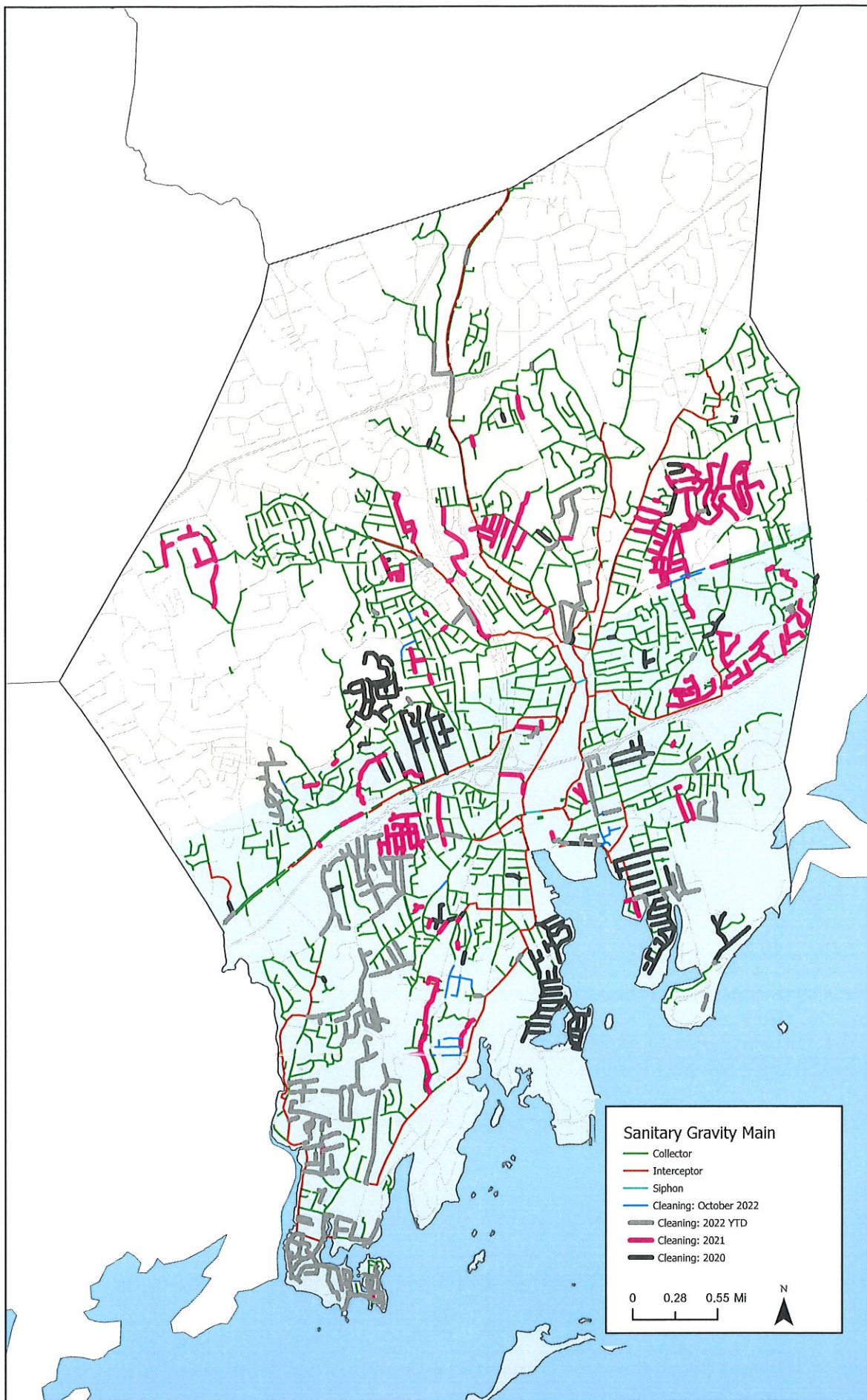
Key Operational Parameters

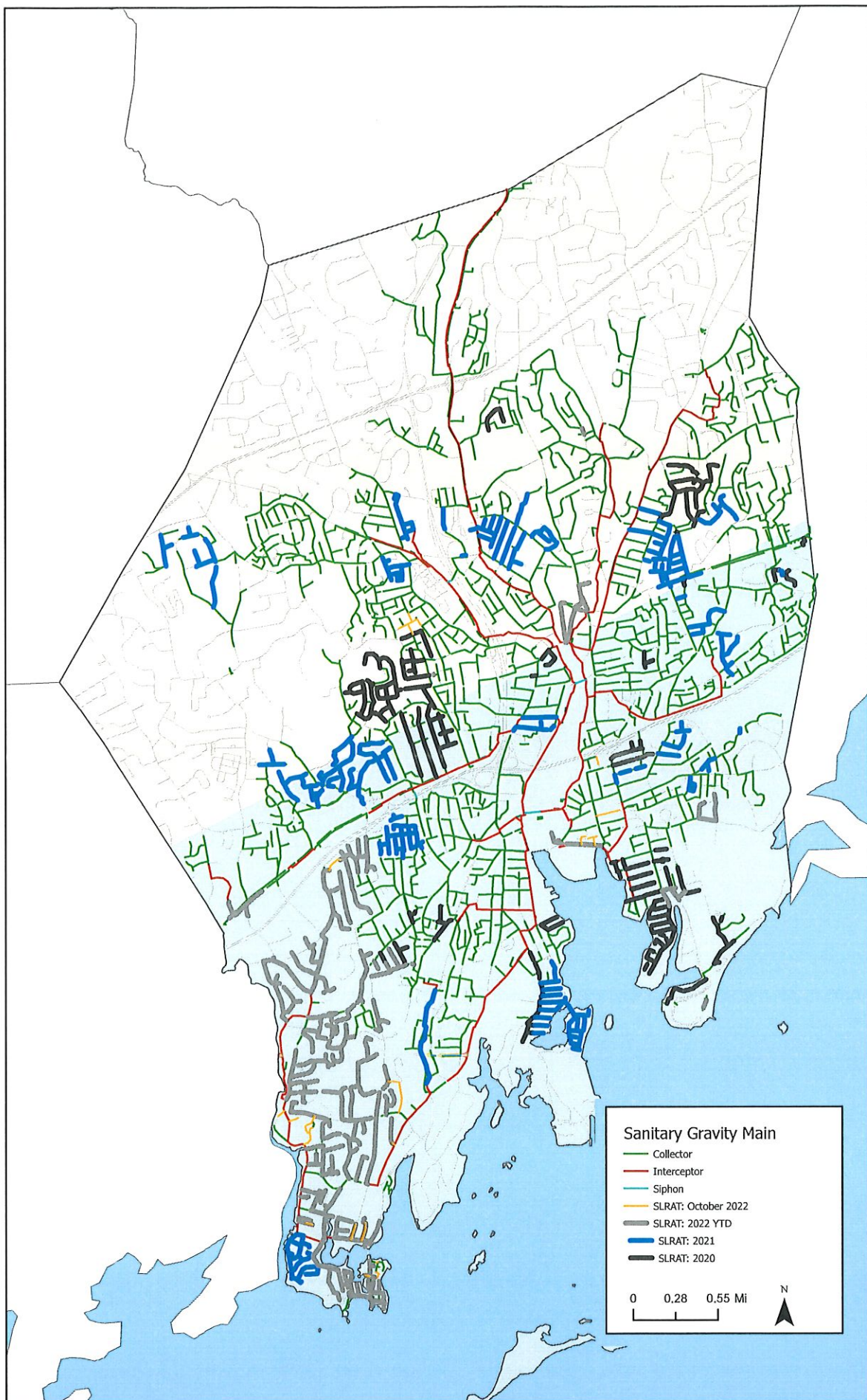
Parameter	Units	August Result	YTD Result	Contract Limit
Average Daily Flow	Mgd	10.9	n/a	n/a
12 Month Avg Daily Flow	Mgd	11.41	n/a	n/a
Effluent BOD	mg/l	2.2	n/a	10
Effluent TSS	mg/l	3.1	n/a	10
Effluent Fecal Coliform	# / 100 ml	10	n/a	10
Effluent Enterococci	# / 100 ml	10	n/a	30
Effluent Total Chlorine	mg/l	0.02	n/a	0.07
Effluent Total Nitrogen	lbs/day	487	n/a	1,000
Biosolids Quality (cake)	% solids	26.3	n/a	n/a
Biosolids Disposal (cake)	DT/month	217	n/a	n/a
Biosolids Disposal (liq)	DT/month	26.9	n/a	n/a
Biosolids Disposal (total)	DT/month	244	n/a	n/a
Grit and Screenings	WT/month	0	n/a	n/a
Chemicals – Hypochlorite	gal/month	8,652	n/a	n/a
Chemicals – Bisulfite	gal/month	5,124	n/a	n/a
Chemicals – Polymer	gal/month	952	n/a	n/a
Chemicals – Odor Control	gal/month	0	n/a	n/a
Sewer Cleaning	Miles	2.32	17.98	3 miles (avg)
CCTV Inspection	Miles	2.63	16.03	2 miles (avg)
Odor Complaints	#	0	n/a	0
SL-RAT Inspection	Miles	0	1.66	60 months
Manhole Inspections	#	57	168	50/mo
IPP Inspections	#	42	n/a	Approx. 500/year

Norwalk Water Pollution Control Authority Monthly Operating Report - Executive Summary
October 2022











November 2, 2022

Mr. Ralph Kolb
Senior Environmental Engineer
City of Norwalk
15 South Smith Street
Norwalk, CT 06855

Subject: Inflation Adjustment of the Annual Base Service Fee – Year 3

Dear Mr. Kolb:

Veolia is pleased to present the following Inflation Adjustment of the Annual Base Service Fee for Year 3 as detailed in Section 10.2 of the Wastewater System Operations, Maintenance & Management Agreement.

Base Service Fee	\$8,057,308.32
CPI Adjustment (%)	7.30%
ECI-SUM Adjustment (%)	3.63%
Annual Inflation Adjustment	1.054
Current Annual Base Service Fee - Year 3	\$8,492,402.97
Annual Increase Amount	\$435,094.65

In addition, the following components of the Agreement have also been adjusted for contract years 2 and 3 as follows:

- IPP Adjustment (Sect. 6.24) - $\$1500.00 \times 1.023 \times 1.054 = \$1,617.36$
- Effluent Guarantee Limits and Non-Compliance Charges (Sect 7.2A) – $(\$500, \$10,000) \times 1.023 \times 1.054 = (\$539.12, \$10,782.42)$
- Odor Non-Compliance (Sect 7.3) - $(\$500, \$1,000, \$1,500, \$3,000) \times 1.023 \times 1.054 = (\$539.12, \$1,078.24, \$1,617.36, \$3,234.73)$
- Environmental Guarantee (7.4B) - $(\$500, \$1,000, \$1,500, \$3,000) \times 1.023 \times 1.054 = (\$539.12, \$1,078.24, \$1,617.36, \$3,286.60)$
- Environmental Guarantee (7.4C and D) - $(\$5,000, \$10,000, \$20,000) \times 1.023 \times 1.054 = (\$5,391.21, \$10,782.42, \$21,564.84)$
- Admin Sanctions (Sect 7.7B) - $\$500 \times 1.023 \times 1.054 = \539.12
- Performance Incentive (Sect 7.10A) - $\$5,000 \times 1.023 \times 1.054 = \$5,391.21$
- Major Maintenance Repair and Replacement (8.10C) - $\$10,000 \times 1.023 \times 1.054 = \$10,782.42$
- Collection System Repair Fund (8.2E) - $\$250,000 \times 1.023 \times 1.054 = \$269,560.50$
- End of Term Replacement Fund (8.3A) - $\$338,500 \times 1.023 \times 1.054 = \$364,984.92$

4.c.

- Sewer Back-Up Liability (Sect 11.3) - $\$50,000 \times 1.023 \times 1.054 = \$53,912.10$
- SubContractors (Sect 14.8B) – $\$25,000 \times 1.023 \times 1.054 = \$26,956.05$

Attached also for your use are the back-up calculation sheets and BLS statistics used to determine the adjustment. Should you require additional information, please do not hesitate to contact me.

Sincerely,



John Marcin
Project Manager

Cc: Matt Brown, Veolia
Donna Emberson, Veolia

Veolia- Norwalk, CT - Procurement Review Form					
Project Name:		Traver Chicago Pump			
BU/Cust:		00401 Veolia Municipal Water - 2159 Norwalk, CT			
Description of Goods/Services: The PRF is to purchase a back-up Chicago pump (YCC 2110) and Baldor motor (25-1800-TE-324U-460Volt) for the Keeler Brook pump station. The lead time for the Chicago pump is 22 to 24 weeks and the lead time for the Baldor motor is 2 to 3 weeks.					
Subcontractor / Vendor Bid Results Summary (detail below or attach results in spreadsheet)					
Selected Vendor:		Traver IDC			
M/WBE Solicited	No	If no, describe why:		MBE supplier not available	
Bidder Names (* = incumbent)		Traver IDC			
Bid Amount		\$37,500.00			
Total		\$37,500.00			
Subcontractor / Vendor Selection: Provide justification for use of vendor and describe contract benefits Traver is the preferred vendor for electrical motors and Chicago pumps.					
Additional Services Summary					
Selected Vendor:		Traver			
Vendor / Subcontractor					
Contingency (15%)		\$5,625.00		\$0.00	
Veolia Mark Up (15%)		\$6,468.75		\$0.00	
Other Project Costs		\$0.00			
Total Project Cost		\$49,593.75		\$0.00	
City of Norwalk Review					
Reviewed & Approved by:			Signature & Date		
Ralph Kolb			Ralph J. Kolb 11/15/2022		
Sr. Environmental Engineer					
Comments					
Subcontractor / Vendor Spend Information					
Contract Type	Task Order	Legal Review		Yes	
Contract Term (mm/dd/yy)		Annual Contract / Task Order Value		\$ 49,594	
Expense Type	N/A	Total Contract / Task Order Value		\$ 49,594	
Spend Type	Non-recurring	Estimated Savings			
Contract / PO / Req #		Savings Calculation Method			
Pricing Format	Lump Sum - not to exceed	Baseline Cost (if applicable)			
Bond & Liquidated Damages	None	Single / Sole Source Vendor Selection		N/A	
Prevailing Wage Required		Vendor Type / Paygroup		DB - Design Build Projects/Contract	
COI Expiration date (mm/dd/yy)		Certificate of Insurance (COI) attach			
Payment Terms		SCM Contracts Representative		Brian Devries	
Legal Review					

4.2.1

Veolia- Norwalk, CT - Procurement Review Form		
Reviewed & Approved by (Legal only):	Signature & Date	
SCM Review		
Reviewed & Approved by (SCM only):	Signature & Date	
Project Requester	Required Approver	Required Approver
Print Name:	Print Name: John Marcini	
Sign:	Sign:	

Return executed copy of contract to SCM (see additional guidelines on pg. 2)

Procurement Review Form Guidelines

Purpose:

- 1) Form will serve as confirmation of SCM review and Legal review.
- 2) Form will ensure compliance with CODIS corporate procurement guidelines.
- 3) Form will accompany contracts presented for signature to Business Unit officer. Only BU officers are authorized to sign contracts.

When to Use the Form

This form must be completed for all purchases over \$25,000 and submitted to the Supply Chain Management team.

If an agreement is being issued for a purchase of services then this form and the proposed agreement must be submitted to SCM regardless of the amount. The form can be submitted via email in Excel format to an individual member of the team or to supplychainmanagement@unitedwater.com

It is not necessary to submit page two of the Procurement Review form.

NOTE: THIS DOCUMENT IS PROTECTED FOR FILL IN PURPOSES ONLY:

USE THE TAB TO NAVIGATE THROUGH THE FIELDS

CLICK REVIEW > UNPROTECT SHEET FOR SPELL CHECK AND OTHER REQUIRED EDITING.

!!!!!! SCROLL UP or PAGE UP TO VIEW FORM !!!!!

Explanation of Fields

Complete as fully as possible those fields shaded in yellow. The Tab key can be used to move from field to field. Drop-down boxes are provided for many of the fields.

Project Name

Complete this field with a summary name of the project: Example: SUEZ Water Jackson St. main install

Description of Goods/Services:

Complete this field with a thorough description of the services to be provided. Specifications or a RFQ document can be attached if needed.

Bid Results Summary:

Use this area to indicate bidder names and results. A spreadsheet may also be attached.

M/WBE Solicited:

If no M/WBE vendor was solicited use the drop-down box to provide an explanation.

Vendor Selection:

Explain the reason this vendor was selected. If low bidder, indicate as such. If not low bidder, substantiate the reason for vendor selection. If this was not bid, substantiate the reason why goods/services were not bid.

Contract / Spend Information:

Complete as fully as possible. Drop-down boxes are provided for many of the fields.

For guidance on use of contract forms refer to the "Contract Guidelines" section of the SCM website on Quench:

<http://scm.unitedwater.com/ContractsForms/Pages/Contract%20Guidelines.aspx>

SCM Review

This section to be completed by the SCM Department.

Legal Review

This section to be completed by Legal. If Legal has sent an e-mail approval, select Yes from the drop-down box under the heading "Confirmation attached?"

Attached Documents:

Use drop-down boxes to indicate any documents that are attached.

Veolia - Norwalk, CT - Procurement Review Form				
Project Name:		Aaron Associates Septage Tank Instrumentation & Controls		
BU/Cust :		00401 Veolia Municipal Water - 2159 Norwalk, CT		
Description of Goods/Services:				
Provide instrumentation and controls to complete the installation of the Septage Storage Tank project.				
Subcontractor / Vendor Bid Results Summary (detail below or attach results in spreadsheet)				
Selected Vendor:		Aaron Associates		
M/WBE Solicited	No	If no, describe why:	MBE supplier not available	
Bidder Names (* = incumbent)		Aaron Associates		
Radar Level Sensor		\$4,600.00		
Sub Pressure Sensor		\$1,725.00		
Floats		\$173.00		
Panel Devices		\$460.00		
TVSS		\$690.00		
Site Visits 25%		\$920.00		
Review and Investigation		\$1,500.00		
Instrumentation and CP Submittals		\$3,900.00		
Material Procurement		\$600.00		
Bid Amount			\$14,568.00	
Total				
Subcontractor / Vendor Selection: Provide justification for use of vendor and describe contract benefits				
Additional Services Summary				
Selected Vendor:		Aaron Associates		
Vendor / Subcontractor				
Material Cost		\$14,568.00		
Contingency (15%)			\$0.00	

4.2.2

Veolia - Norwalk, CT - Procurement Review Form			
Veolia (15%)	\$2,185.20		
Other Project Costs	\$0.00		
Total Project Cost	\$16,753.20		\$0.00
City of Norwalk Review			
Reviewed & Approved by:		Signature & Date	
Ralph Kolb		Ralph E. Kolb 11/15/2022	
Sr. Environmental Engineer			
Comments			
Subcontractor / Vendor Spend Information			
Contract Type	Task Order	Legal Review	Yes
Contract Term (mm/dd/my)		Annual Contract / Task Order Value	\$ 16,753
Expense Type	N/A	Total Contract / Task Order Value	\$ 16,753
Spend Type	Non-recurring	Estimated Savings	
Contract / PO / Req #		Savings Calculation Method	
Pricing Format	Lump Sum - not to exceed	Baseline Cost (if applicable)	
Bond & Liquidated Damages	None	Single / Sole Source Vendor Selection	N/A
Prevailing Wage Required		Vendor Type / Paygroup	DB - Design Build Projects/Contract
COI Expiration date (mm/dd/my)		Certificate of Insurance (COI) attached	
Payment Terms		SCM Contracts Representative	Brian Devries
Legal Review			
Reviewed & Approved by (Legal only):		Signature & Date	
SCM Review			
Reviewed & Approved by (SCM only):		Signature & Date	
Project Requester	Required Approver	Required Approver	
Print Name:	Print Name: John Macin		
Sign:	Sign:		

Return executed copy of contract to SCM (see additional guidelines on pg. 2)

Procurement Review Form Guidelines

Purpose:

- 1) Form will serve as confirmation of SCM review and Legal review.
- 2) Form will ensure compliance with CODIS corporate procurement guidelines.
- 3) Form will accompany contracts presented for signature to Business Unit officer. Only BU officers are authorized to sign contracts.

When to Use the Form

This form must be completed for all purchases over \$25,000 and submitted to the Supply Chain Management team.

If an agreement is being issued for a purchase of services then this form and the proposed agreement must be submitted to SCM regardless of the amount. The form can be submitted via email in Excel format to an individual member of the team or to supplychainmanagement@unitedwater.com

It is not necessary to submit page two of the Procurement Review form.

**NOTE: THIS DOCUMENT IS PROTECTED FOR FILL IN PURPOSES ONLY:
USE THE TAB TO NAVIGATE THROUGH THE FIELDS**

Veolia - Norwalk, CT - Procurement Review Form					
Project Name:		Back-up Float System			
BU/Cust :		00401 Veolia Municipal Water - 2159 Norwalk, CT			
Description of Goods/Services:					
Install back-up float system for the following pump station location, Fox Run, Calf Pasture, Howard Ave, Bell Island, and Huckleberry. The back-up float system will turn on the pumps if the primary level sensor failed to operate the pumps. The two contractors that will be performing the work are Traver IDC and Aaron Associates. Traver will provide the controls, floats and the installation of all required electrical, Aaron Associates will be installing the required electrical and programming for the Scada system. When the project is completed, Operation will be able to see when the back-up floats is activated. Once the back-up float system are activated Operations will contact the on call technician to investigate why the primary operating system failed to activate the pumps. This will reduce the possibility of an SSO due to the primary level sensors failing to turn on the pumps.					
Subcontractor / Vendor Bid Results Summary (detail below or attach results in spreadsheet)					
Selected Vendor:		Traver IDC			
M/WBE Solicited	No	If no, describe why:	MBE supplier not available		
Bidder Names (* = incumbent)		Traver IDC	Aaron Associates		
Bid Amount		\$18,390.00	\$5,830.00		
Total		\$24,220.00			
Subcontractor / Vendor Selection: Provide justification for use of vendor and describe contract benefits					
Traver IDC developed the back-up controls for the pump station. Traver has been a very reliable and cost effective source of motor repair and electrical work for Suez. Aaron Associates is our single source contractor for the Scada system. They provide the programming, installation and back-up support for the Scada system.					
Additional Services Summary					
Selected Vendor:		Traver IDC / Aaron Associates			
Vendor / Subcontractor		Traver IDC	Aaron Associates		
Back-up Float System hardware and installation of the system.		\$18,390.00			
Back-up Float system Scada interface and programing.			\$5,830.00		
Contingency (15%)		\$2,758.50	\$874.50		
Veolia Mark Up (15%)		\$3,172.28	\$1,005.68		
Other Project Costs		\$0.00			
Total Project Cost		\$32,030.95			
City of Norwalk Review					
Reviewed & Approved by:			Signature & Date		
Ralph Kolb			Ralph E. Kolb 11/15/2022		
Sr. Environmental Engineer					
Comments					
Subcontractor / Vendor Spend Information					
Contract Type	Task Order	Legal Review	Yes		
Contract Term (mm/dd/my)		Annual Contract / Task Order Value	\$	32,031	
Expense Type	N/A	Total Contract / Task Order Value	\$	32,031	
Spend Type	Non-recurring	Estimated Savings			

4.2.3

Veolia - Norwalk, CT - Procurement Review Form			
Contract / PO / Req #		Savings Calculation Method	
Pricing Format	Lump Sum - not to exceed	Baseline Cost (if applicable)	
Bond & Liquidated Damages	None	Single / Sole Source Vendor Selecti	N/A
Prevailing Wage Required		Vendor Type / Paygroup	DB - Design Build Projects/Contract
COI Expiration date (mm/dd/yy)		Certificate of Insurance (COI) attach	
Payment Terms		SCM Contracts Representative	Brian Devries
Legal Review			
Reviewed & Approved by (Legal only):		Signature & Date	
SCM Review			
Reviewed & Approved by (SCM only):		Signature & Date	
Project Requester	Required Approvers	Required Approvers	
Print Name:	Print Name: <i>John Marcin</i>		
Sign:	Sign: <i>[Signature]</i>		

Return executed copy of contract to SCM (see additional guidelines on pg. 2)

Procurement Review Form Guidelines

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It is not necessary to submit page two of the Procurement Review form.

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USE THE TAB TO NAVIGATE THROUGH THE FIELDS
CLICK REVIEW > UNPROTECT SHEET FOR SPELL CHECK AND OTHER REQUIRED EDITING.**

!!!! SCROLL UP or PAGE UP TO VIEW FORM !!!!

Explanation of Fields

Complete as fully as possible those fields shaded in yellow. The Tab key can be used to move from field to field. Drop-down boxes are provided for many of the fields.

Project Name

Complete this field with a summary name of the project: Example: SUEZ Water Jackson St. main install

Description of Goods/Services:

Complete this field with a thorough description of the services to be provided. Specifications or a RFQ document can be attached if needed.

Bid Results Summary:

Use this area to indicate bidder names and results. A spreadsheet may also be attached.

M/WBE Solicited:

If no M/WBE vendor was solicited use the drop-down box to provide an explanation.

Vendor Selection:

Explain the reason this vendor was selected. If low bidder, indicate as such. If not low bidder, substantiate the reason for vendor selection. If this was not bid, substantiate the reason why goods/services were not bid.

Contract / Spend Information:

Complete as fully as possible. Drop-down boxes are provided for many of the fields. For guidance on use of contract forms refer to the "Contract Guidelines" section of the SCM website on Quench:

<http://scm.unitedwater.com/ContractsForms/Pages/Contract%20Guidelines.aspx>

SCM Review

This section to be completed by the SCM Department.

Legal Review

This section to be completed by Legal. If Legal has sent an e-mail approval, select Yes from the drop-down box under the heading "Confirmation attached?"

Attached Documents:

Use drop-down boxes to indicate any documents that are attached.

YEAR-TO-DATE BUDGET REPORT

FOR 2023 '99

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
22 WATER POLLUTION CONTROL							
040 PUBLIC WORKS							
224062 WATER POLLUTION CONTROL							
224062 4051 INTEREST	-65,000	0	-65,000	-25,599.59	.00	-39,400.41	39.4%
224062 4121 NITROGEN	-100,000	0	-100,000	-79,077.00	.00	-20,923.00	79.1%
224062 4451 SEWER PERM	-1,500	0	-1,500	-600.00	.00	-900.00	40.0%
224062 4453 SEPTIC LIC	-1,000	0	-1,000	-1,400.00	.00	400.00	140.0%
224062 4513 SEWER CHRG	-17,044,000	0	-17,044,000	-17,621,522.46	.00	577,522.46	103.4%
224062 4516 SPT DIS FE	-175,000	0	-175,000	-80,814.00	.00	-94,186.00	46.2%
224062 4521 WILTON SU	-600,000	0	-600,000	.00	.00	-600,000.00	.0%
224062 4522 SEWER USE	-45,000	0	-45,000	-30,021.00	.00	-14,979.00	66.7%
224062 452C INDUSTRIAL	-175,000	0	-175,000	-189,383.05	.00	14,383.05	108.2%
224062 452D SEWER CONN	-150,000	0	-150,000	-118,990.00	.00	-31,010.00	79.3%
224062 452E IPP INTERE	-5,000	0	-5,000	-1,497.77	.00	-3,502.23	30.0%
224062 4807 REIMB EXP	-1,000	0	-1,000	.00	.00	-1,000.00	.0%
224062 489F REIMB GF	-143,560	0	-143,560	-143,560.00	.00	.00	100.0%
224062 4901 INV INCOME	-110,000	0	-110,000	-3,623.06	.00	-106,376.94	3.3%
TOTAL WATER POLLUTION CONTROL	-18,616,060	0	-18,616,060	-18,296,087.93	.00	-319,972.07	98.3%
TOTAL PUBLIC WORKS	-18,616,060	0	-18,616,060	-18,296,087.93	.00	-319,972.07	98.3%
TOTAL WATER POLLUTION CONTROL	-18,616,060	0	-18,616,060	-18,296,087.93	.00	-319,972.07	98.3%
TOTAL REVENUES	-18,616,060	0	-18,616,060	-18,296,087.93	.00	-319,972.07	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 99

ACCOUNTS FOR: 22	WATER POLLUTION CONTROL	ORIGINAL APPROP	TRANSFERS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
040 PUBLIC WORKS								
224062 WATER POLLUTION CONTROL								
224062 5110	WAGES & SA	413,270	0	413,270	125,541.67	.00	287,728.33	30.4%
224062 5120	WAGES & SA	100,000	0	100,000	2,118.50	.00	97,881.50	2.1%
224062 5140	WAGES & SA	36,000	0	36,000	.00	.00	36,000.00	.0%
224062 5150	LONGEVITY	1,150	0	1,150	.00	.00	1,150.00	.0%
224062 5235	MEMBERSHIP	10,000	0	10,000	190.00	.00	9,810.00	1.9%
224062 5241	ELECTRIC	1,500,000	0	1,500,000	379,265.50	.00	1,120,734.50	25.3%
224062 5245	TELEPHONE	2,000	0	2,000	.00	.00	2,000.00	.0%
224062 5252	LEGAL SERV	250,000	0	250,000	22,275.50	.00	227,724.50	8.9%
224062 5258	OMI	9,882,606	1,091,314	10,973,920	17,859.08	8,000,000.00	2,956,060.95	73.1%
224062 5286	BUSINESS E	32,000	0	32,000	4,721.18	.00	27,278.82	14.8%
224062 5295	SEMINAR&CO	10,000	0	10,000	4,155.78	.00	5,844.22	41.6%
224062 5298	OTHER	250,000	10,638	260,638	12,234.00	.00	248,403.50	4.7%
224062 5418	INSURANCE	115,372	0	115,372	.00	.00	115,372.00	.0%
224062 5428	BENEFITS	220,273	0	220,273	.00	.00	220,273.00	.0%
224062 5521	PRINCIPAL	3,253,588	0	3,253,588	2,530,130.62	.00	723,457.38	77.8%
224062 5522	INTEREST	1,101,898	0	1,101,898	531,307.55	.00	570,590.45	48.2%
224062 5651	TO G/F	669,688	0	669,688	669,688.00	.00	.00	100.0%
224062 5741	IT HARDWAR	60,000	0	60,000	32,770.67	.00	27,229.33	54.6%
224062 5789	RESERVE	708,215	0	708,215	.00	.00	708,215.00	.0%
TOTAL WATER POLLUTION CONTROL		18,616,060	1,101,952	19,718,012	4,332,258.05	8,000,000.00	7,385,753.48	62.5%
TOTAL PUBLIC WORKS		18,616,060	1,101,952	19,718,012	4,332,258.05	8,000,000.00	7,385,753.48	62.5%
TOTAL WATER POLLUTION CONTROL		18,616,060	1,101,952	19,718,012	4,332,258.05	8,000,000.00	7,385,753.48	62.5%
TOTAL EXPENSES		18,616,060	1,101,952	19,718,012	4,332,258.05	8,000,000.00	7,385,753.48	62.5%

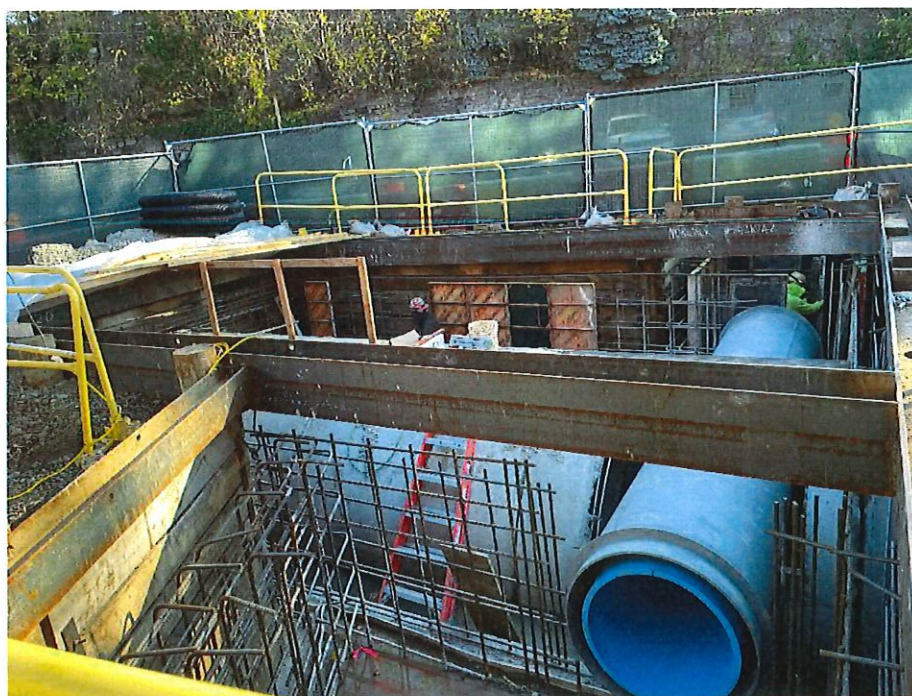
WPCA Meeting - November 21, 2022
Capital Improvement Project Photos

Aeration Tanks Electrical Infrastructure Improvements:

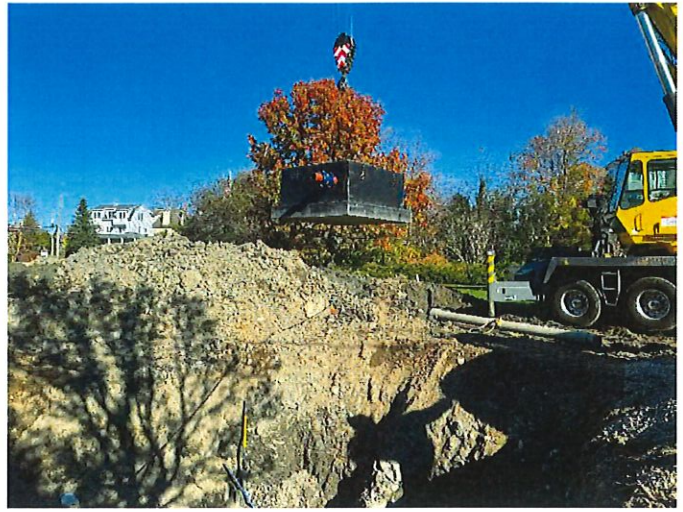


5.c.

Wall Street / 2 Knight Street Relocation and Improvements:

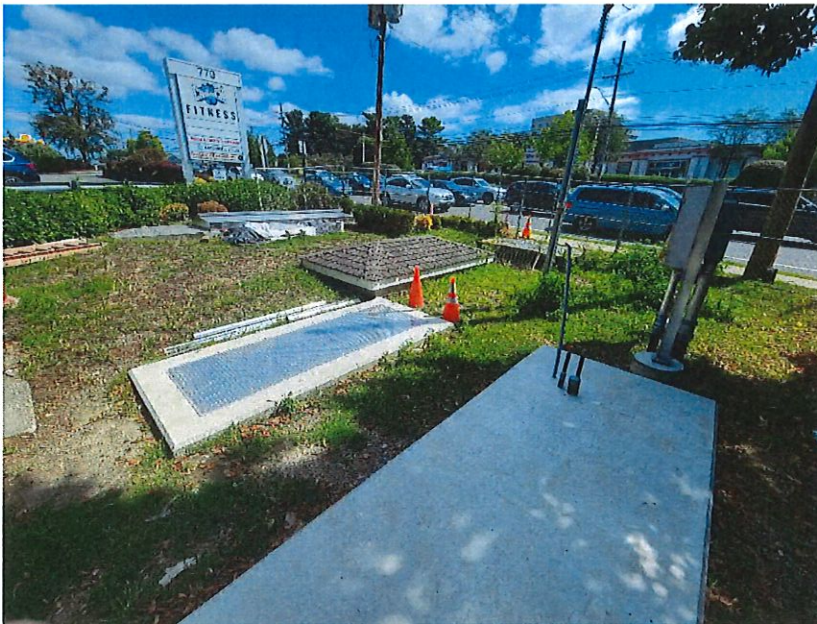


Bell Island PS Improvements – Wall Street / 2 Knight Street Relocation and Improvement

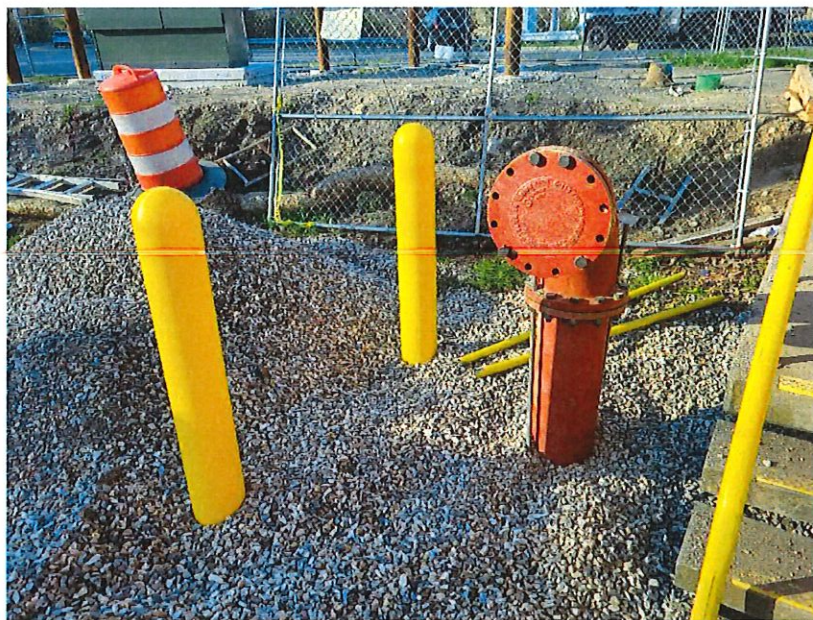


Five Mile, Old Trolley Way, Karen Dr., and Woodward Ave. Pump Station Rehabilitation:

Five Mile PS:



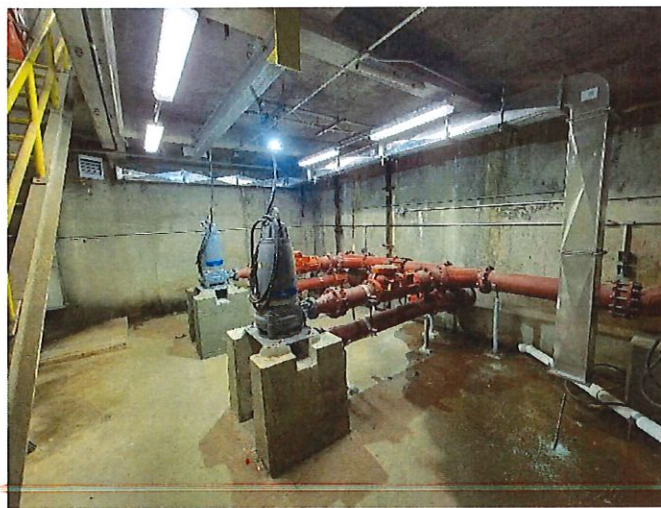
Old Trolley Way PS:



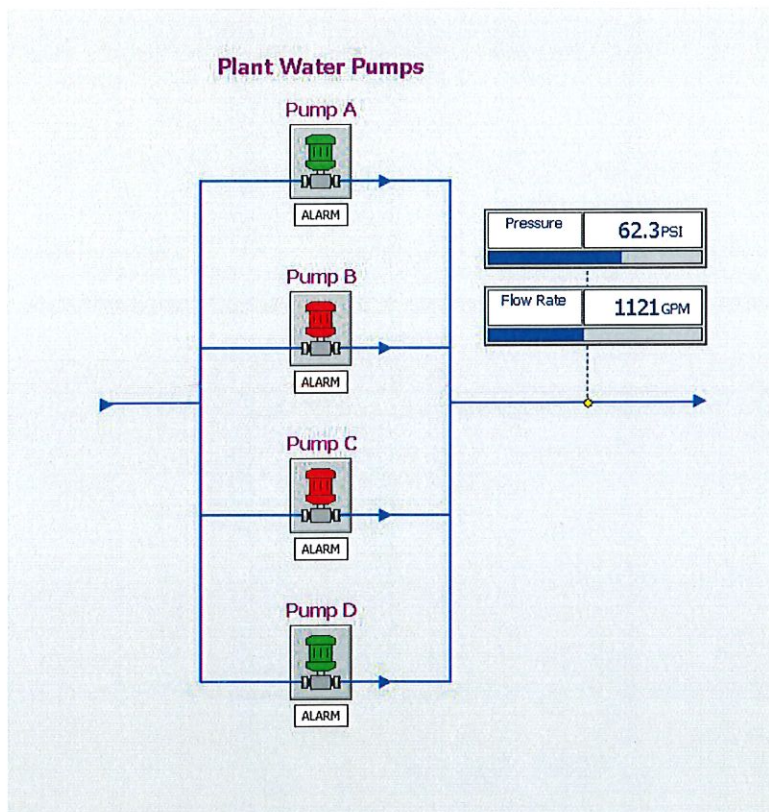
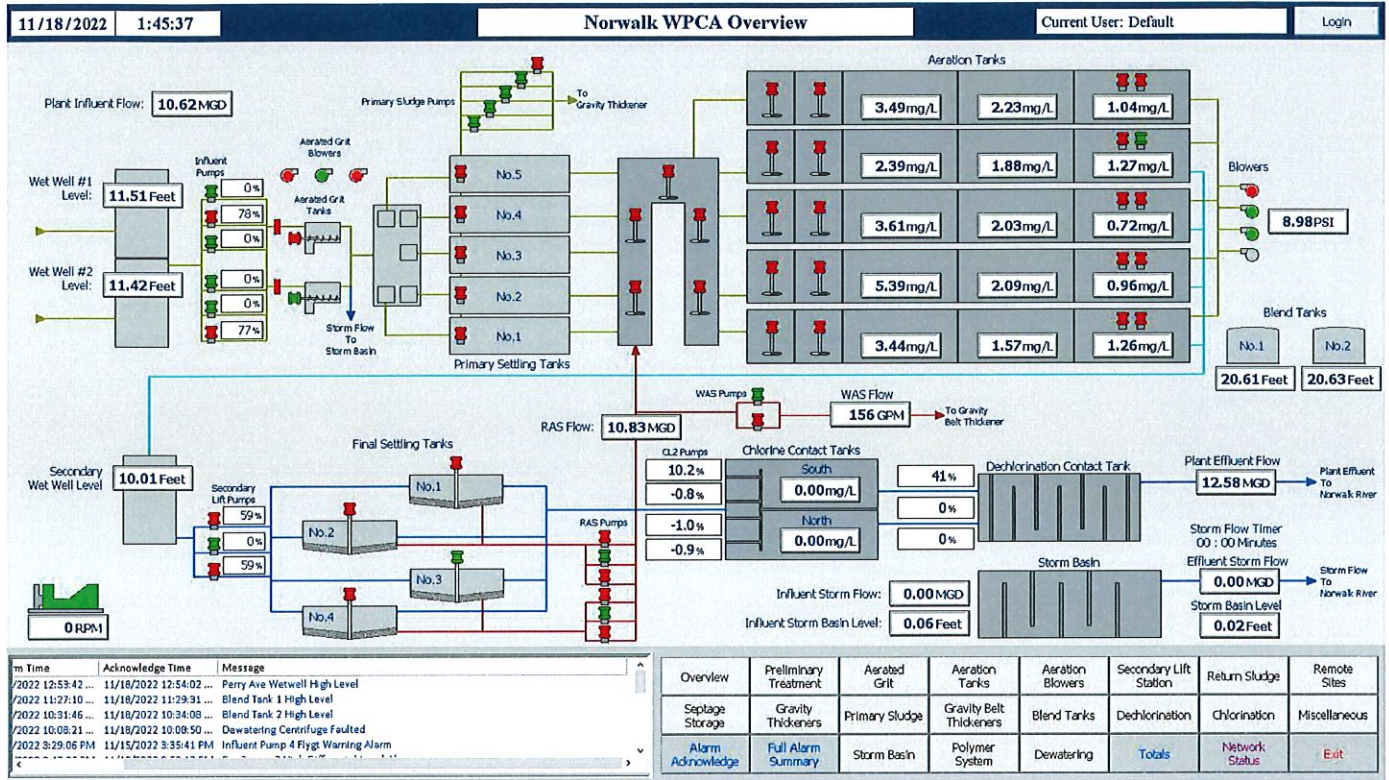
Karen Dr. PS:



Woodward Ave. PS:



SCADA Upgrade Phase III:



popRampSite - Norwalk WPCA

	Pumps	Generator	Current Level	Overflow Level	Flow
Bell Island			4.5 Ft	16.0 Ft	
Bethel St			1.8 Ft	13.5 Ft	
Bouton St			5.4 Ft	15.8 Ft	
Calf Pasture			1.6 Ft	8.1 Ft	
Erin Court			5.9 Ft	15.8 Ft	
Fox Run			1.5 Ft	6.8 Ft	
Howard Ave			3.6 Ft	14.9 Ft	
Huckleberry			2.6 Ft	9.2 Ft	
Karen Drive			1.2 Ft	7.7 Ft	
Red Oak			2.4 Ft	16.7 Ft	
Shady Beach			1.7 Ft	15.9 Ft	
Strathmore Lane			3.2 Ft	18.0 Ft	
Winfield			0.4 Ft	13.1 Ft	
Five Mile River			3.0 Ft	23.5 Ft	
Marvin Beach			5.0 Ft	21.6 Ft	
Perry Ave			2.3 Ft	11.3 Ft	
Westport			4.3 Ft	14.0 Ft	~1 GPM
Woodward Ave			7.3 Ft	30.7 Ft	1101 GPM
Fort Point			6.1 Ft	18.3 Ft	670 GPM
Keeler Brook			5.8 Ft	19.9 Ft	
Old Trolley			4.3 Ft	18.8 Ft	
Sammis St			6.0 Ft	21.1 Ft	0 GPM
North Water			3.4 Ft		
Reed			2.1 Ft		
Lawrence St			2.5 Ft		

	Gates	River Level	Siphon Overflow	Discharge Flow
Ann St	30" 100% 42"	0%	1.9 Ft	1.2 Ft 0.0 MGD

PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 14
Task Order Date: November 15, 2022

Subject to the AGREEMENT FOR ON-CALL ENGINEERING SERVICES BY AND BETWEEN WATER POLLUTION CONTROL AUTHORITY OF THE CITY OF NORWALK AND WRIGHT-PIERCE (hereinafter referred to as the "Agreement"), WPCA hereby directs ENGINEER to perform the professional engineering services specified in this Task Order in accordance with the Agreement.

1. Project Description:

Project Number: 20931
Project Name: Miscellaneous Assistance at WPCF and Remote Sewer Pump Stations
Description: Provide design, construction administration and general engineering assistance services

2. Scope of Work:

The Scope of Work to be performed hereunder consists of:

- Provide guidance and technical oversight as needed on various WPCF initiatives including but not limited to:
 - Ongoing efforts related to the rehabilitation of the sludge storage tanks in the Secondary Building
 - Develop drawings and specifications for the installation of flow meters and PLC programming on the sodium hypochlorite and sodium bisulfite systems at both Outfall 001 and 002 and provide assistance during construction and implementation
 - Subcontract with Aaron Associates to conduct programming changes to the WPCF's PLCs to accept and integrate the new flowmeters
 - Ongoing efforts to add instrumentation and programming to the scum tank at the WPCF
 - Ongoing efforts related to evaluating the City's sewer pump station force mains inclusive of the development of Standard Operating Procedures (SOPs) in general and specific to each pump station

The scope is more fully described in the document entitled Scope of Work attached hereto as Exhibit A.

3. Time Schedule:

As needed.

4. Compensation:

Engineer shall be paid for the proper performance of services described in this Task Order in an amount not to exceed Sixty five thousand dollars and 00/100 (\$65,000.00 Dollars).

5. Special Conditions:

This Task Order is subject to the special provisions stated in Exhibit B, attached hereto and incorporated herein as if fully set forth herein.

6. Amendment: This Task Order amends a previously executed Task Order:

Previous Task Order Number: 13 Previous Task Order Date: January 2022

ISSUED AND AUTHORIZED BY:

WPCA

By: Ralph L. Zolt

Title: Sr. Environmental Engineer

ACCEPTED AND AGREED TO BY:

ENGINEER

By: Christy M. Lucie

Title: Vice President

5.e.1

PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 14

Exhibit A: Scope of Work

Background:

The Norwalk WPCA has requested that Engineer provide as-needed technical assistance and oversight for the City and Veolia as part of several ongoing initiatives at the WPCF and sewer pump stations.

Scope of Work

Engineer shall provide the following services to meet these goals.

Task 3 –Provide Technical Oversight and Assistance for WPCF and Remote Sewer Pump Station Initiatives

A. Technical Oversight and Assistance

- a. A formal scope has not been prepared. We are assuming an initial allowance of approximately 380 staff hours to assist the City and Veolia on an as-requested basis for several current and upcoming initiatives.
- b. Subcontract with Aaron Associates to perform all required PLC programming changes and integrate the new chemical flowmeters into the WPCFs SCADA and Alarming System. An allowance of \$16,000 is included.

Fee Schedule

Engineer will complete the scope of work for a not-to-exceed fee of \$65,000 including labor and expenses.

PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 14

Exhibit B: Special Conditions

There are no special conditions associated with this Task Order.