

AGENDA

DATE: Monday, September 16, 2024
TIME: 5:30 PM
PLACE: **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

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Specific instructions and links can be found at norwalkct.gov/meetings



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also 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 by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



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 included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Dilene Byrd at dbyrd@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

WPCA Regular Meeting:

1. Call to Order
2. Public Input - (Guests at WPCA meetings may speak to any item on the agenda. Comments shall be limited to no more than three (3) minutes per speaker.)
3. Approve the minutes from the WPCA Meeting held on July 15, 2024. (copy included)
4. Introduction of Trevor Steeprock, Veolia Project Manager
5. Authorize the City of Norwalk's Purchasing Agent to authorize a sole source purchase order to Kovacs Construction Corporation for emergency response services related to the August 18, 2024 storm event for an amount not to exceed \$300,000.

Account No. 09204062-5777-C0360

6. Executive Session to discuss updates on the Facility Plan Update and new easement for Keeler Brook PS
7. Contract Operations Report:
 - a. Veolia Monthly Operating Report – July and August 2024 (copy included)
 - b. August 18, 2024 Storm Event
 - c. Contract Year 5 – Inflation Adjustment (letters included)
 - d. Major Repair or Replacement / Out of Scope Items:
 - 1) Facility Lighting (copy included)
8. Reports:
 - a. FY23/24 and FY24/25 Revenues/Expenditures MUNIS Reports (copies included)
 - b. Update on Purchase of Electric Vehicles
 - c. Discussion on WPCA Engineering Projects:
 - 1) Keeler Brook PS Replacement (copy included)
 - 2) Beacon Street Sanitary Sewer (copy included)
 - 3) Catch Basin Disconnect Program
 - 4) Hubbell's Lane Relief Sewer
 - d. Discussion on WPCA Construction Projects
 - 1) Collection – Sammis and Bell Island Sewershed Rehabilitation (copies Included)
 - e. Sewer Use Bill Appeals/Adjustments Update
 - 1) Appeal status
 - f. Information Copies: None
9. Adjournment

Next WPCA Meeting: **Monday, October 21, 2024, 5:30 PM**
By Video Conference and Teleconference



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to “view the meeting live” and/or “provide live comments” can 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. All speakers must state their name and address. Comments must be on a topic on the agenda and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually explicit language, will be removed. 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
JULY 15, 2024**

Attendance: Darren Oustafine, Chairman
 John Ignéri, Vice Chairman
 Chris Mannella
 John Bove
 James Frayer
 Barbara Smyth

Staff: Vanessa Valadares, Chief of Operations and Public Works
 Nelya Bauer, Wastewater Systems Manager
 Chris Torre, Superintendent of Operations, DPW

Others: Ross Gambino, Asst. Project Manager, Veolia, Inc.
 David Conners, Regional Manager, Veolia, Inc.

1. CALL TO ORDER

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

2. PUBLIC INPUT- (GUESTS AT THE WPCA MEETING MAY SPEAK TO ANY ITEM ON THE AGENDA. COMMENTS SHALL BE LIMITED TO NO MORE THAN THREE (3) MINUTES PER SPEAKER.)

There were no public comments this evening.

3. APPROVE THE MINUTES FROM THE WPCA MEETING HELD ON JUNE 17, 2024 (COPY INCLUDED)

**** MR. IGNERI MOVED TO APPROVE THE MINUTES AS SUBMITTED.
** THE MOTION PASSED UNANIMOUSLY.**

4. AUTHORIZE THE TRANSFER OF BALANCES IN THE FOLLOWING ACCOUNTS SET ASIDE IN FISCAL YEAR 2023-24 TO FISCAL YEAR 2024-25 TO BE USED FOR THE SAME PURPOSE THE FUNDS WERE INTENDED FOR.

<u>ACCOUNT NO.</u>	<u>AMOUNT</u>	<u>VENDOR</u>
224062-5258	\$1,491,144.63	VEOLIA
224062-5298	\$4,500.00	SNYDER GROUP

Ms. Valadares said the remaining funds in these accounts for fiscal year 2023/24 need to be moved into fiscal year 2024/25. Mr. Oustafine said this is done each year and these are not capital accounts, and the City of Norwalk routinely transfers operating accounts forward if they are being used for the same purpose.

****MR. BOVE MOVED TO AUTHORIZE THE TRANSFER OF BALANCES IN THE FOLLOWING ACCOUNTS SET ASIDE IN FISCAL YAR 2023-24 TO FISCAL YEAR 2024-25 TO BE USED FOR THE SAME PURPOSE THE FUNDS WERE INTENDED FOR.
** THE MOTION PASSED UNANIMOUSLY.**

5. CONTRACT OPERATIONS REPORT

- a. Veolia Monthly Report- June 2024 (copy included)

Mr. Gambino reported and said in June the collections team completed 0.25 miles of TV inspection, 0.62 miles of cleaning, 86 manhole inspections, and 2.09 miles of SLRAT and 2.50 miles of cleaning was done in the lining areas. He said that 38 IPP inspections were also completed.

Mr. Gambino said that all four settling tanks are equipped with the new rubber sweeps and are decreasing the scum rapidly, and the new secondary scum line has been installed by the Veolia team which aided in the removal of the scum. He said the secondary water pump has also been repaired and put back online.

Mr. Gambino said there were no significant wet weather events in June and were in compliance with all permit requirements for the month of June.

b. Six RAS Pump Control Replacement

Mr. Gambino reported on the major repair and replacement and out of scope items for the coming fiscal year and said new controls will be installed on the six RAS pumps that were just repaired so they will operate more efficiently.

c. Fort Point Street Pump Station Equipment

Mr. Gambino said the Fort Point pump station equipment is being upgraded due to the Walkbridge project. Ms. Smyth asked if the state will be contributing to the cost of the upgrade. Ms. Valadares said there will be a good contribution from the state and has agreed that they will be responsible for upgrading the force main and the WPCA will purchase the pumps, but they will be responsible for the installation.

6. REPORTS

a. FY 23/24 Revenues/Expenditures MUNIS Reports (copy included)

There was no discussion.

b. Discussion on WPCA Engineering Projects:

1) Catch Basin Disconnect Program

Ms. Bauer reported and said staff are working with Brown and Caldwell to finalize the basis of design report and once that is finalized, they will move forward into designing the next phase of disconnects for that project.

2) Hubbell's Lane Relief Sewer

Ms. Bauer said staff is working towards 90% design with Brown and Caldwell and are expecting to receive the 90% drawings and specifications by the end of this month for review.

3) Beacon Street Sanitary Sewer

Ms. Bauer said the scope for design will be moving forward for approximately 1000 linear feet of pipe to reduce the surcharging in that area.

4) Keeler Brook PS Replacement

Ms. Bauer said staff is working with Eversource to finalize the agreement for the phase II of the environmental assessment.

c. Discussion on WPCA Construction Projects

1) Collection- Sammis and Bell Island Sewershed Rehabilitation (copy included)

Ms. Bauer said the total project is just under 63,000 linear feet and to date have completed over 42,000 linear feet so is 60% complete in the lining project with Insituform which includes the additional sewershed areas that were added to the project.

d. Consent Order:

1) 2024 Annual Progress Report

Ms. Bauer said as part of the Consent Order the annual progress report has been submitted by the June 30th deadline which provided updates on all the work that was done in 2023. She said the progress towards the goals included in the report were that 40,000 linear feet of pipe lining working with Green Mountain Pipelines and Insituform which included the Belle Island and Sammis Street sewershed with the additional scope of the Marvin Beach area, Woodward Avenue, and the Shady Beach pump station sewersheds, working with Brown and Caldwell on the basis of design report for the catch basin disconnect project which is the feasibility of the 43 catch basins that we are hoping to disconnect over the next five years which would divert approximately 203 million gallons of peak flow into the wastewater collections system, the Hubbell's Lane relief sewer project which will significantly reduce surcharging in that area and permanently close the Wall Street overflow, working with Brown and Caldwell and Arcadis on the facility plan update that was submitted on September 29, 2023, which ultimately recommended a comprehensive weather flow reduction program to reduce I&I targeting specific areas in the collections system and advance the elimination of the wetweather outfall.

e. Sewer Use Bill Appeals/Adjustments to date

1) Appeal status

Ms. Bauer said the appeals to date are \$42,294.

f. Information Copies: None

Mr. Frayer asked if there were any conclusions or outcomes from the meeting that was held with the DEEP on February 20, 2024. Ms. Valadares said she received a response back from the DEEP late last

week but has not yet had the chance to review it, but it is a priority for staff and should provide a report to the WPCA board at the next meeting.

7. ADJOURNMENT

**** MR. FRAYER MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 5:43PM.

Respectfully submitted,

Dilene Byrd

Norwalk Water Pollution Control Authority
Monthly Operating Report
July 2024

EXECUTIVE SUMMARY

July Highlights

- The Veolia collections system team completed 3.26 miles of TV inspection, the cleaning of 4.43 miles of sewer lines, 107 Manhole Inspections, and 3.53 miles of SL Rat.
- 0.00 miles Hot List cleaning.
- The IPP inspection program conducted 17 inspections.
- Scum tank project was completed.
- Outfall-001 was cleaned.
- The facility experienced one wet weather event in July:
 1. July 17, 2024, outfall 002 activated for 2hours 10min and discharged 0.49 MG over the duration of the event. All sampling, analysis, and reporting was completed in accordance with the permit and standard operating procedures.

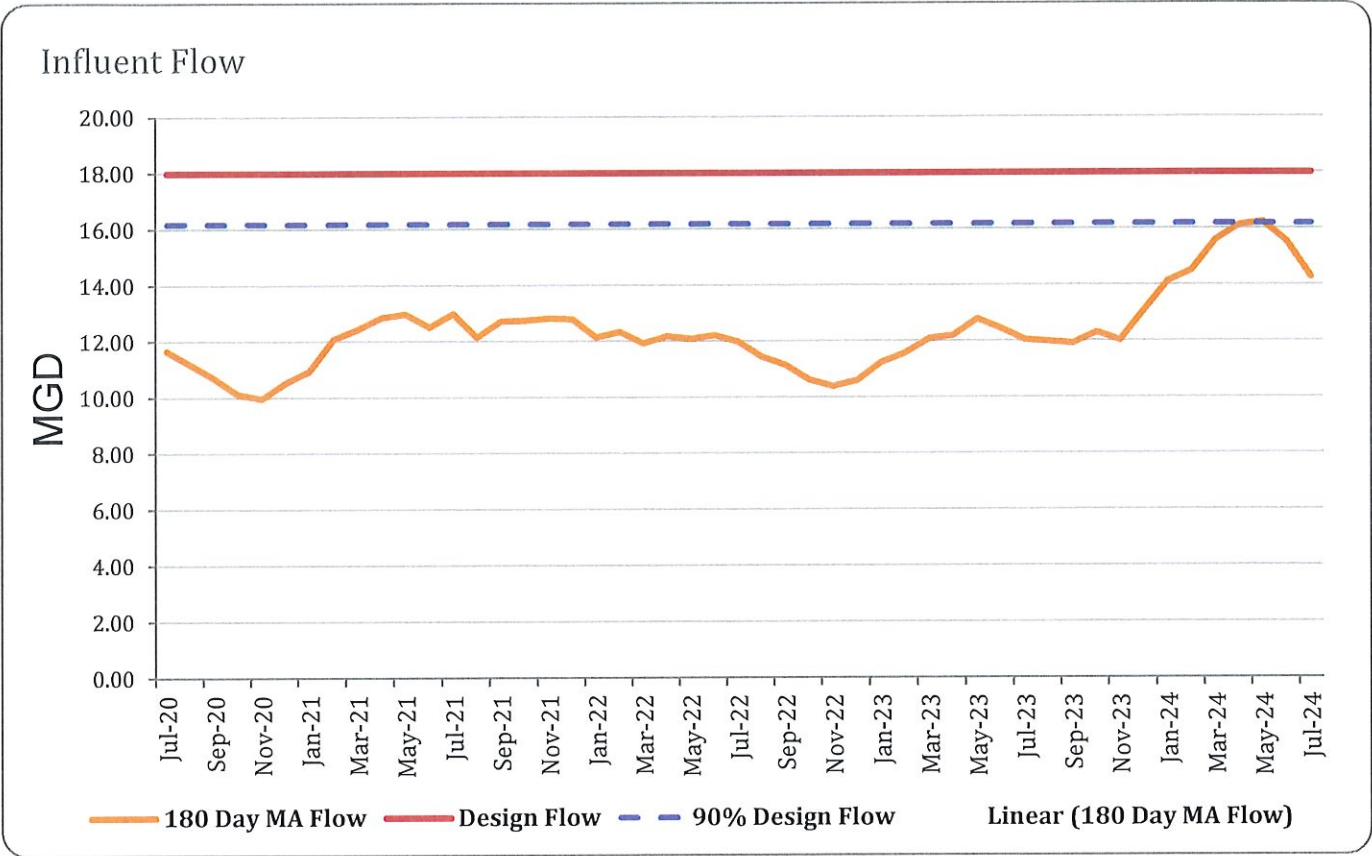
Regulatory Events

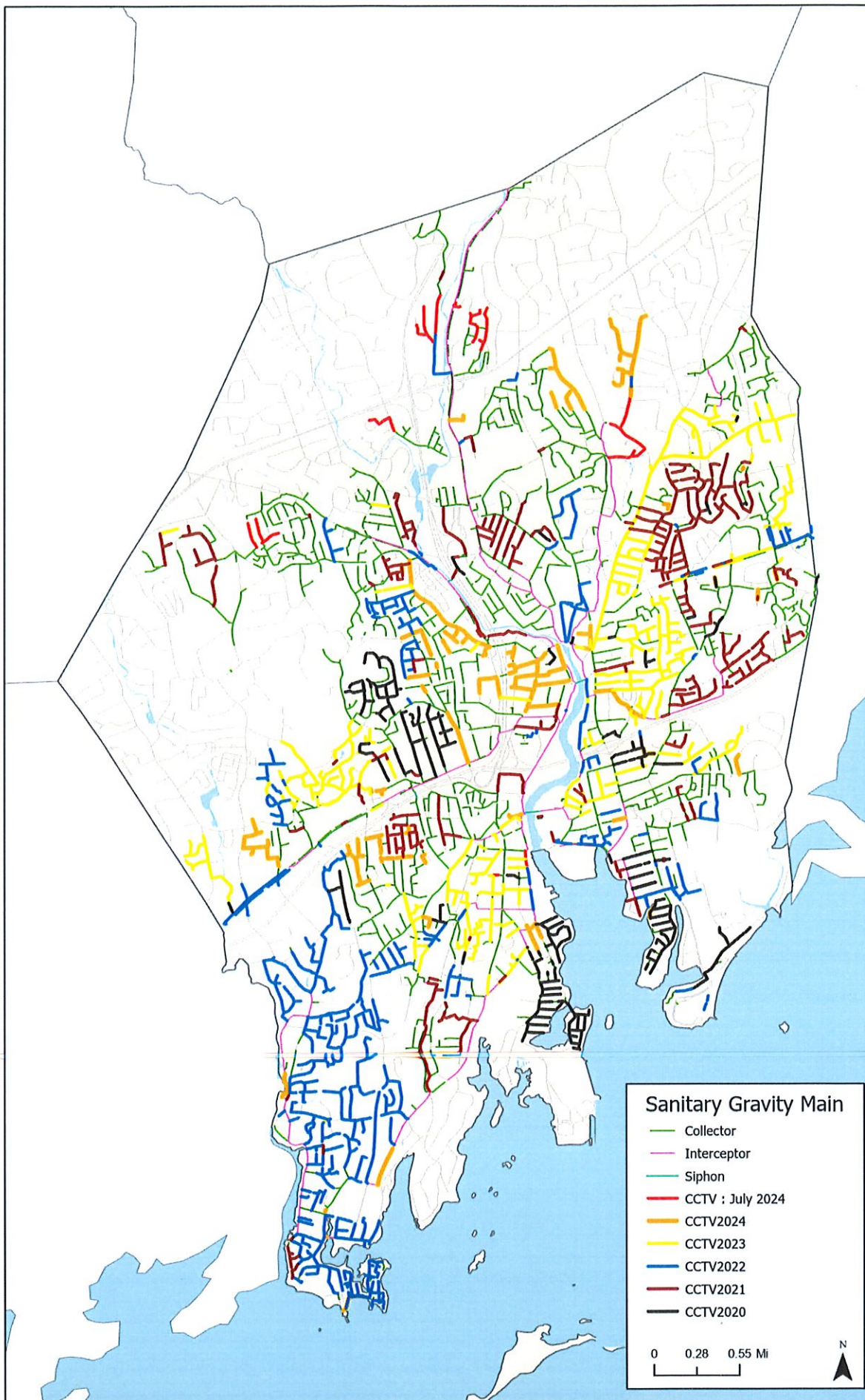
- The Facility followed all permit requirements for the month of July.
- The netDMR, MOR, and NAR reports were submitted to CT-DEEP and EPA in July.
- The Bi-monthly Sludge Report was submitted in July.
- The Chronic Toxicity Report was completed in July.

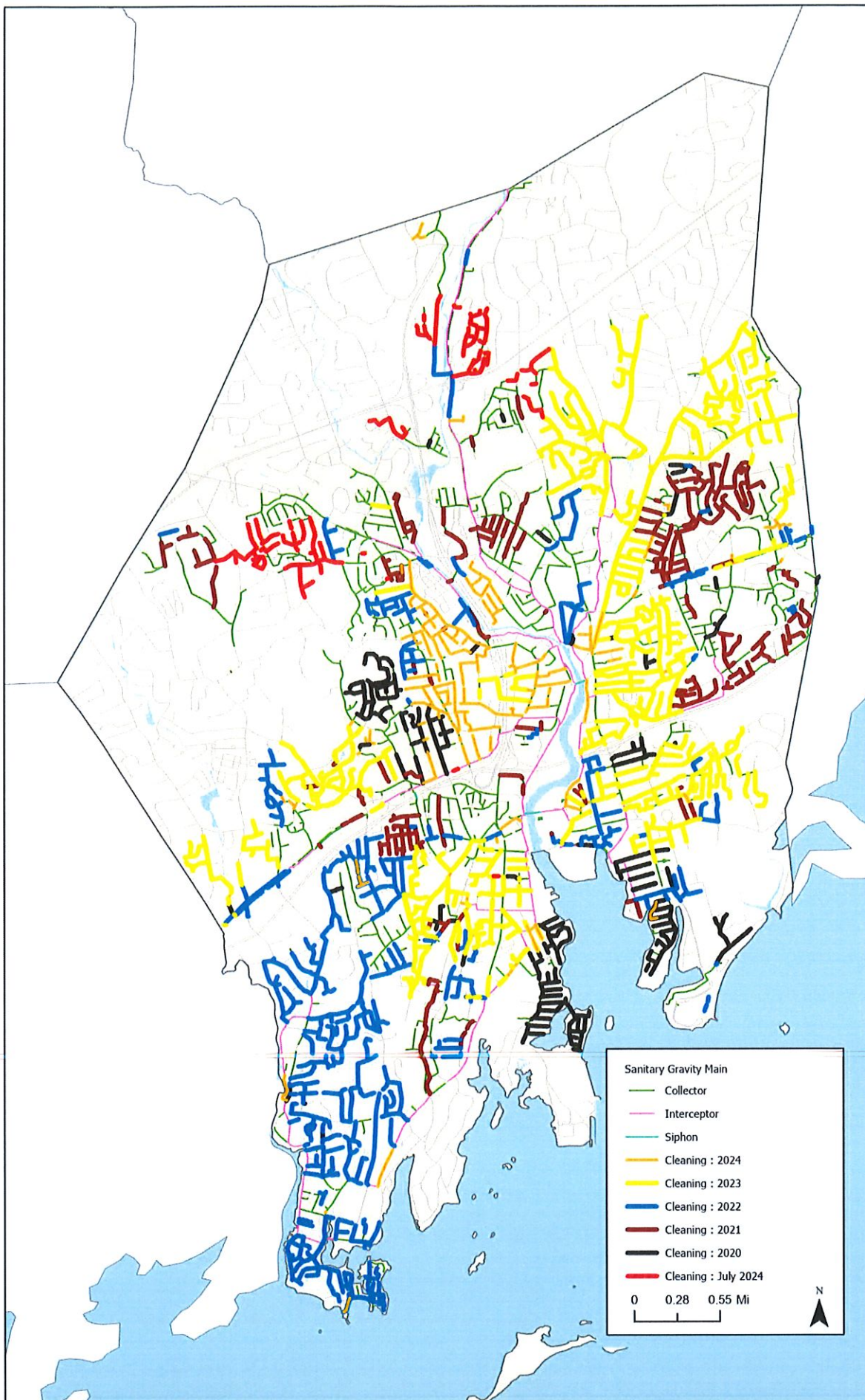
EXECUTIVE SUMMARY - Key Operational Parameters

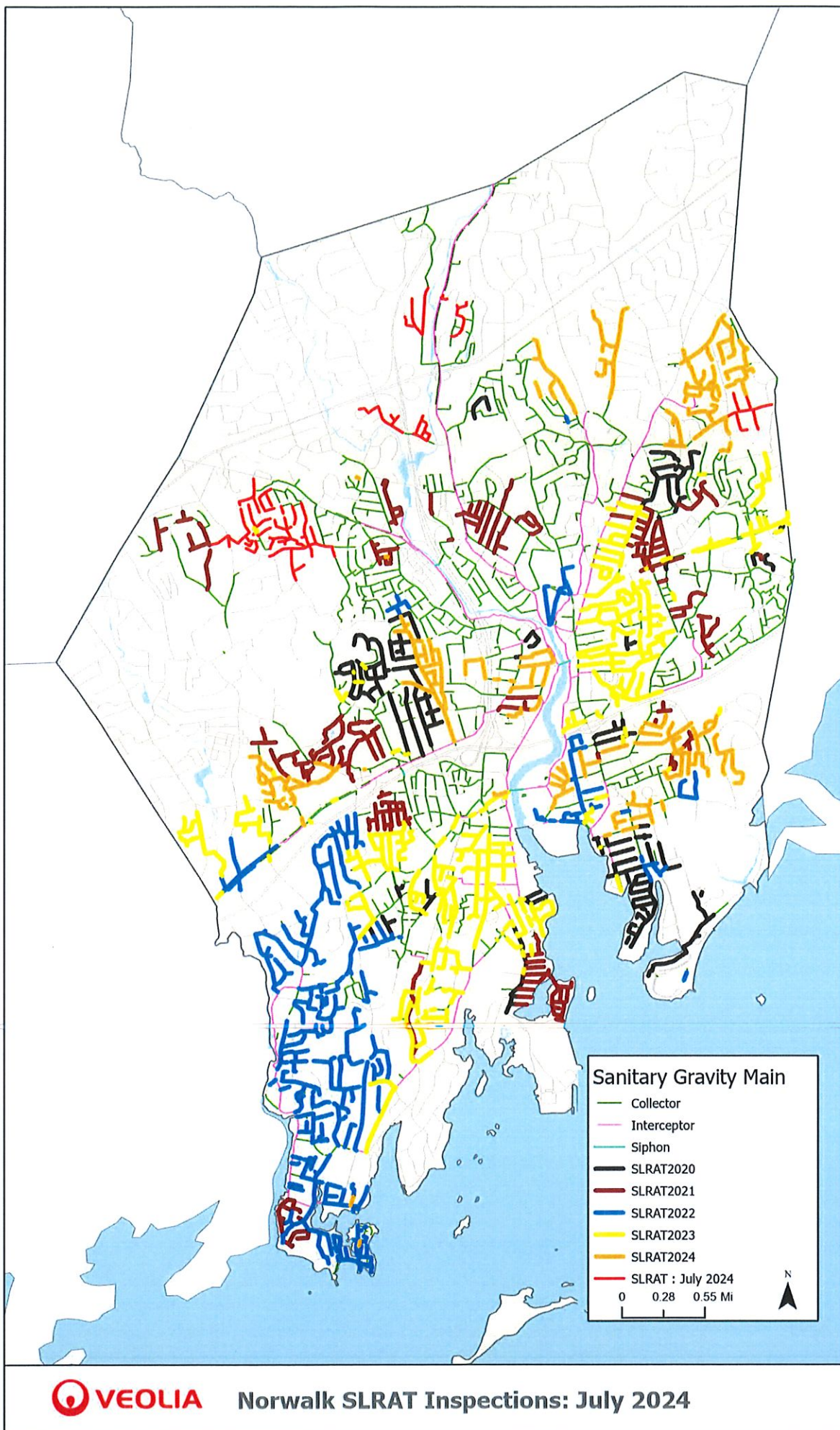
Parameter	Units	July Result	CYTD Result	Contract Limit
Average Daily Flow	MGD	11.80	n/a	n/a
180 Day Average Daily Flow	MGD	14.27	n/a	n/a
Effluent BOD	mg/l	3.7	n/a	10
Effluent TSS	mg/l	3.3	n/a	10
Effluent Fecal Coliform	# / 100 ml	9	n/a	10
Effluent Enterococci	# / 100 ml	13	n/a	30
Effluent Total Chlorine	mg/l	0.02	n/a	0.07
Effluent Total Nitrogen	lbs/day	580	n/a	1,000
Biosolids Quality (cake)	% solids	27	n/a	n/a
Biosolids Disposal (cake)	DT/month	204	n/a	n/a
Biosolids Disposal (liq)	DT/month	11	n/a	n/a
Biosolids Disposal (total)	DT/month	215	n/a	n/a
Grit and Screenings	WT/month	7	n/a	n/a
Chemicals – Hypochlorite	gal/month	6254	n/a	n/a
Chemicals – Bisulfite	gal/month	4466	n/a	n/a
Chemicals – Polymer	gal/month	900	n/a	n/a
Chemicals – Odor C21ontrol	gal/month	0	n/a	n/a
Sewer Cleaning	Miles	4.43	4.43	3 miles (avg)
CCTV Inspection	Miles	3.26	3.26	2 miles (avg)
Odor Complaints	#	0	n/a	0
SL-RAT Inspection	Miles	3.53	3.53	60 months
Manhole Inspections	#	107	107	50/m
IPP Inspections	#	17	17	Approx. 500/year

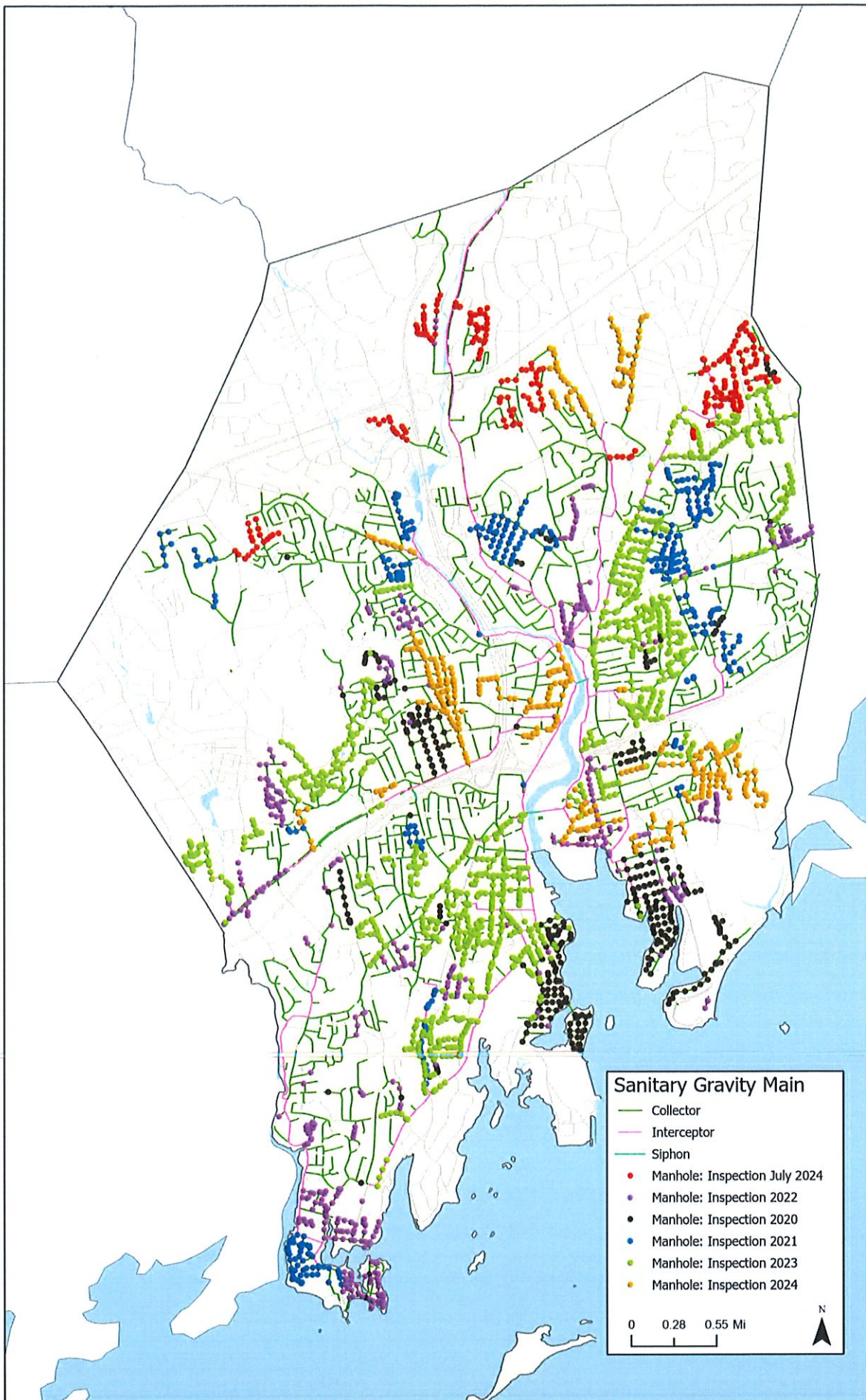
EXECUTIVE SUMMARY - Influent Flow











Norwalk Water Pollution Control Authority
Monthly Operating Report
August 2024

EXECUTIVE SUMMARY

August Highlights

- The Veolia collections system team completed 0.3 miles of TV inspection, the cleaning of 2.99 miles of sewer lines, 8 Manhole Inspections, and 11.18 miles of SL Rat.
- 0.00 miles Hot List cleaning.
- The IPP inspection program conducted 32 inspections.
- Upgraded FST Sprayers
- The facility experienced one wet weather event in August:
 1. August 18, 2024, outfall 002 activated for 9hours 27min and discharged 9.1 MG over the duration of the event. All sampling, analysis, and reporting was completed in accordance with the permit and standard operating procedures.

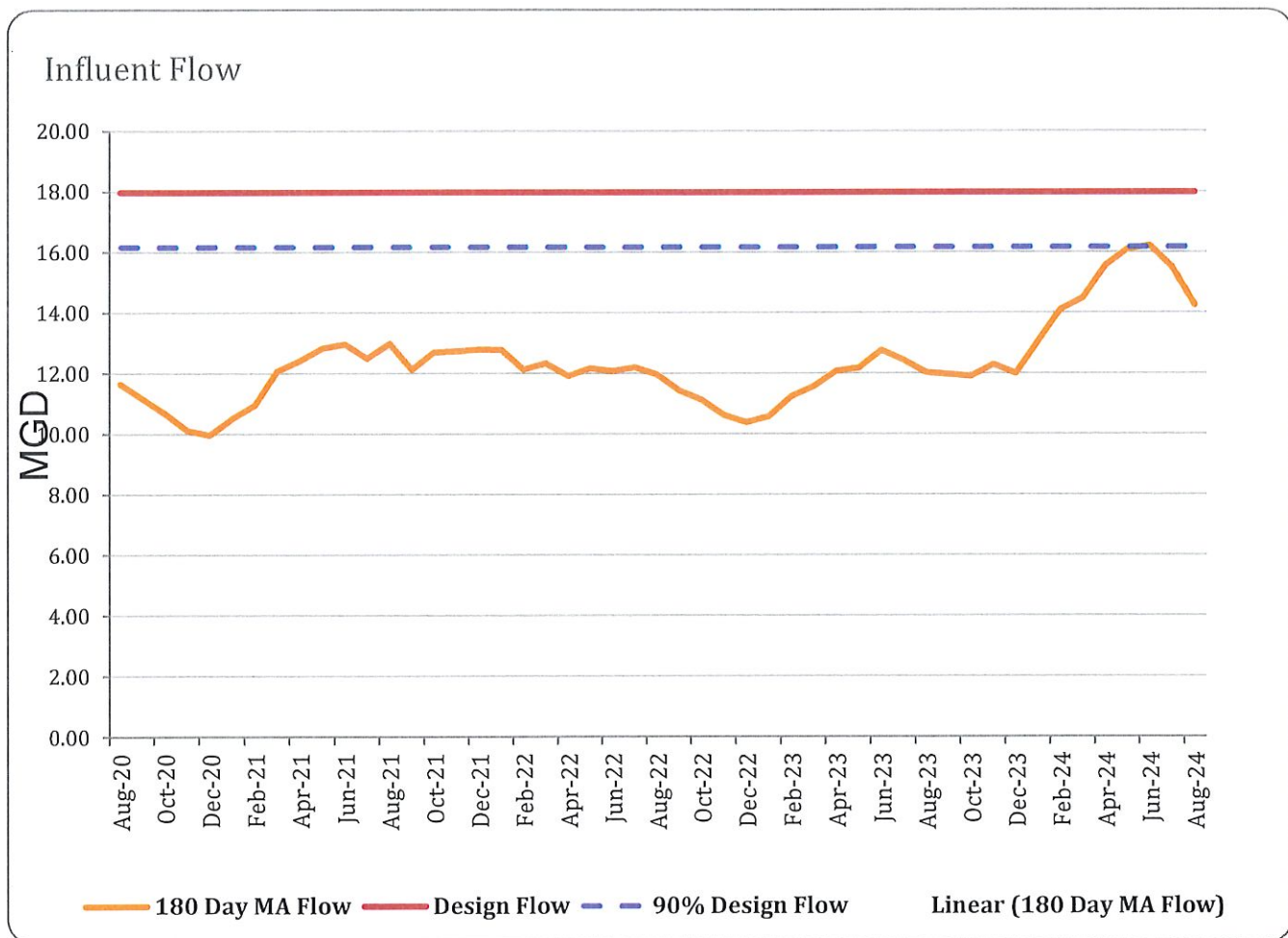
Regulatory Events

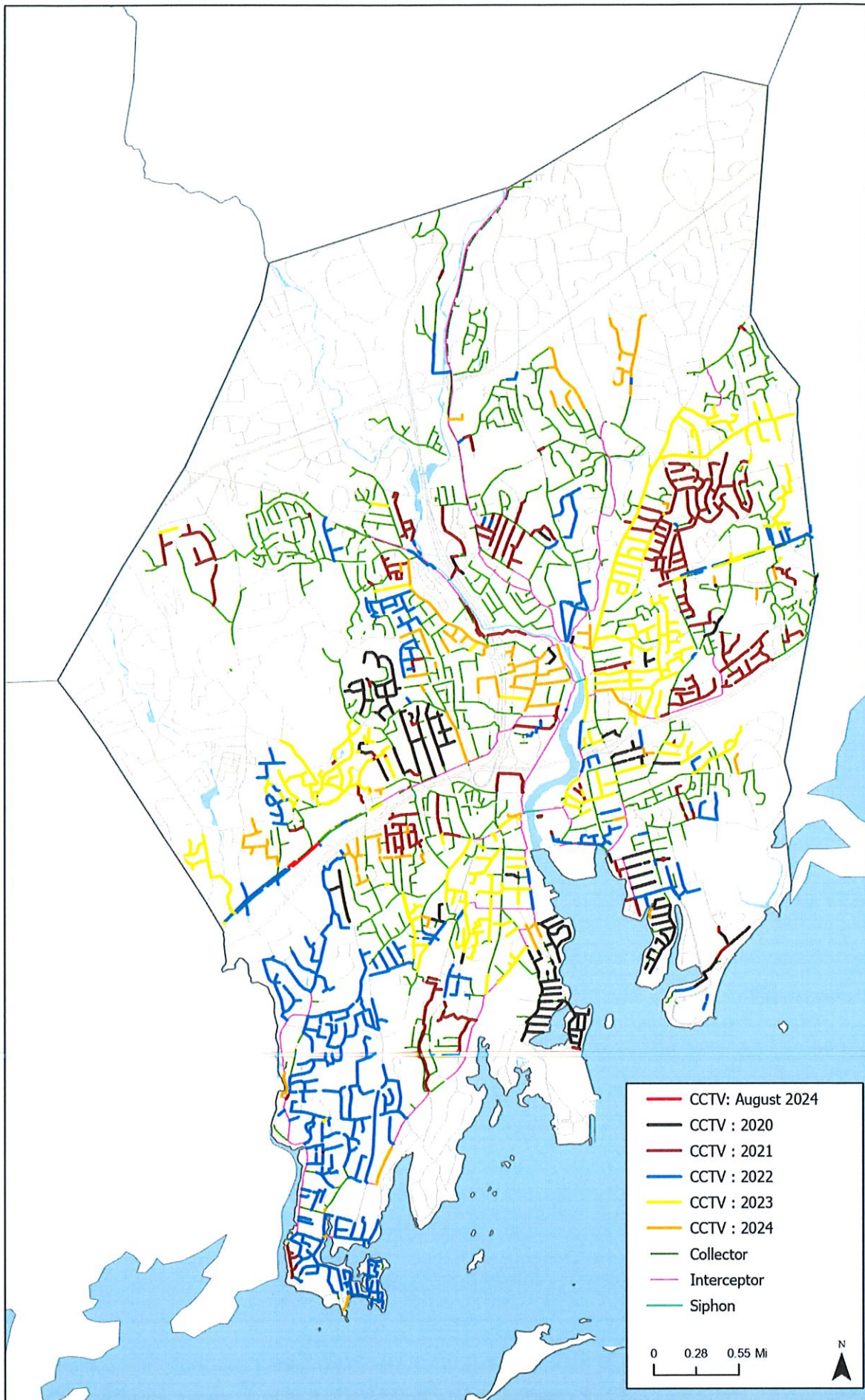
- The Facility followed all permit requirements for the month of August.
- The netDMR, MOR, and NAR reports were submitted to CT-DEEP and EPA in August.
- 1- SSO at Keeler Brook Pump Station (Discussion Item).

EXECUTIVE SUMMARY - Key Operational Parameters

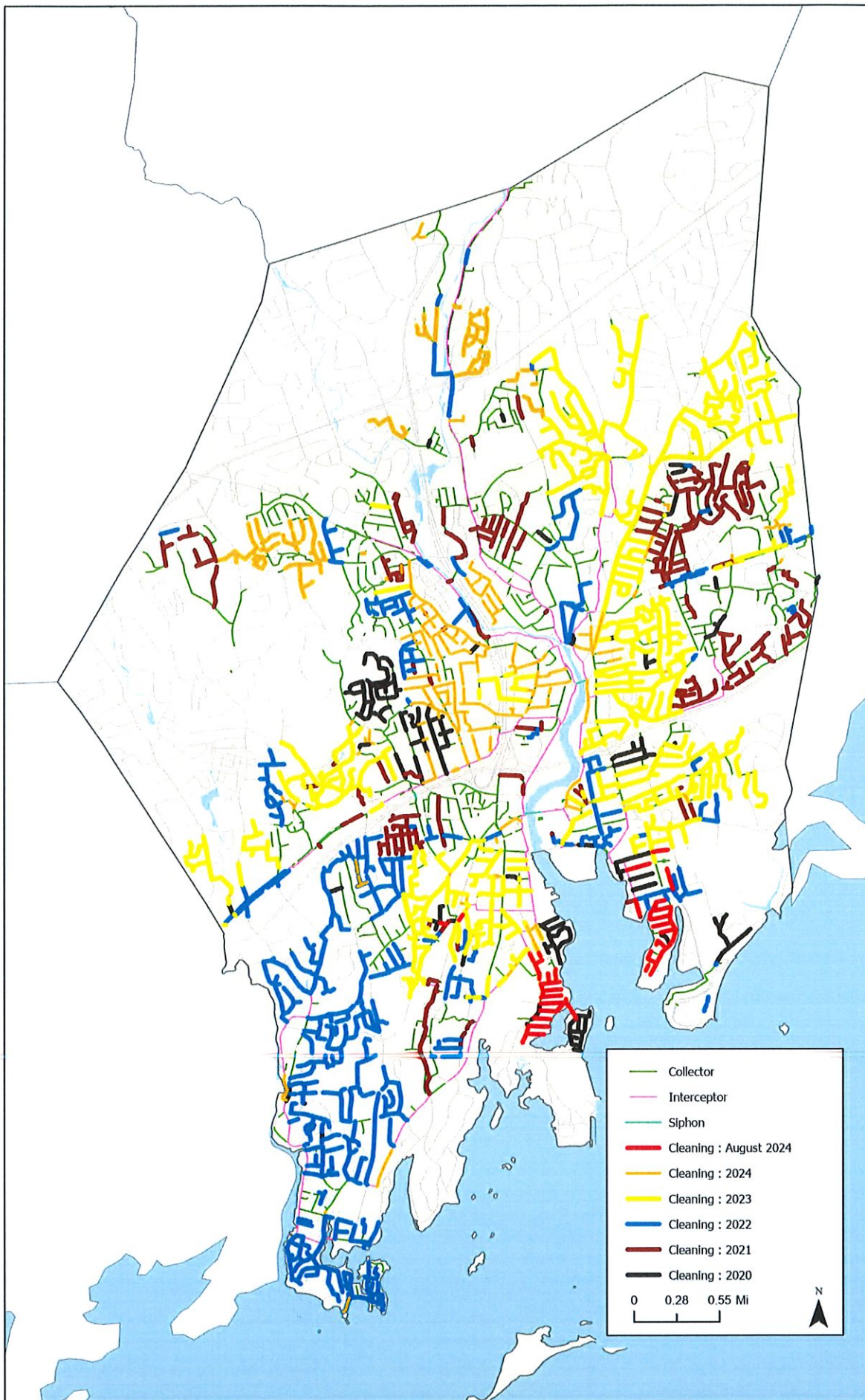
Parameter	Units	August Result	CYTD Result	Contract Limit
Average Daily Flow	MGD	13.20	n/a	n/a
180 Day Average Daily Flow	MGD	14.27	n/a	n/a
Effluent BOD	mg/l	3.8	n/a	10
Effluent TSS	mg/l	6.1	n/a	10
Effluent Fecal Coliform	# / 100 ml	14	n/a	10
Effluent Enterococci	# / 100 ml	15	n/a	30
Effluent Total Chlorine	mg/l	0.02	n/a	0.07
Effluent Total Nitrogen	lbs/day	610	n/a	1,000
Biosolids Quality (cake)	% solids	26	n/a	n/a
Biosolids Disposal (cake)	DT/month	215	n/a	n/a
Biosolids Disposal (liq)	DT/month	11	n/a	n/a
Biosolids Disposal (total)	DT/month	226	n/a	n/a
Grit and Screenings	WT/month	7	n/a	n/a
Chemicals – Hypochlorite	gal/month	8069	n/a	n/a
Chemicals – Bisulfite	gal/month	5237	n/a	n/a
Chemicals – Polymer	gal/month	900	n/a	n/a
Chemicals – Odor Control	gal/month	0	n/a	n/a
Sewer Cleaning	Miles	2.99	7.42	3 miles (avg)
CCTV Inspection	Miles	0.3	3.29	2 miles (avg)
Odor Complaints	#	0	n/a	0
SL-RAT Inspection	Miles	11.18	14.71	60 months
Manhole Inspections	#	8	115	50/m
IPP Inspections	#	32	49	Approx. 500/year

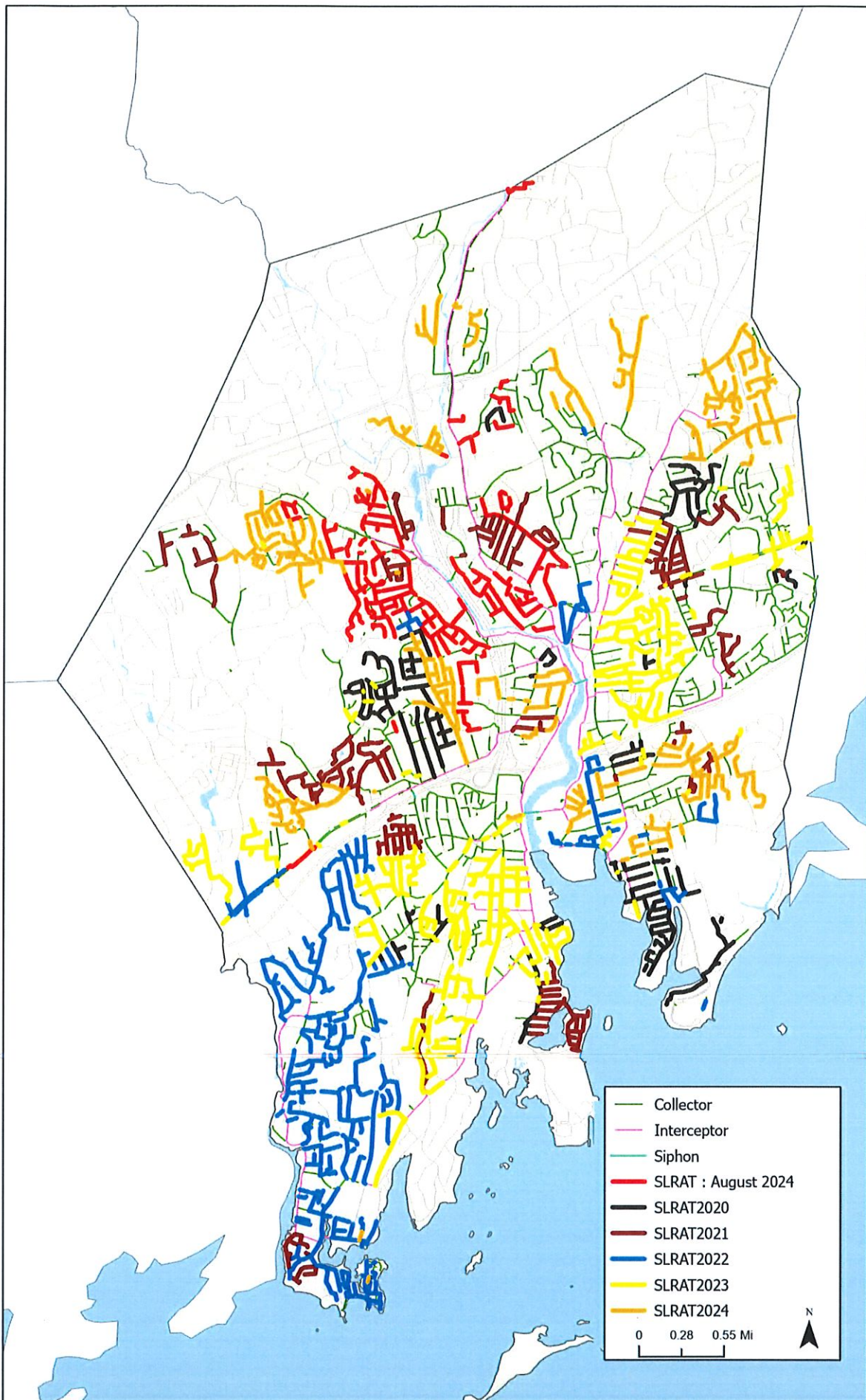
EXECUTIVE SUMMARY - Influent Flow

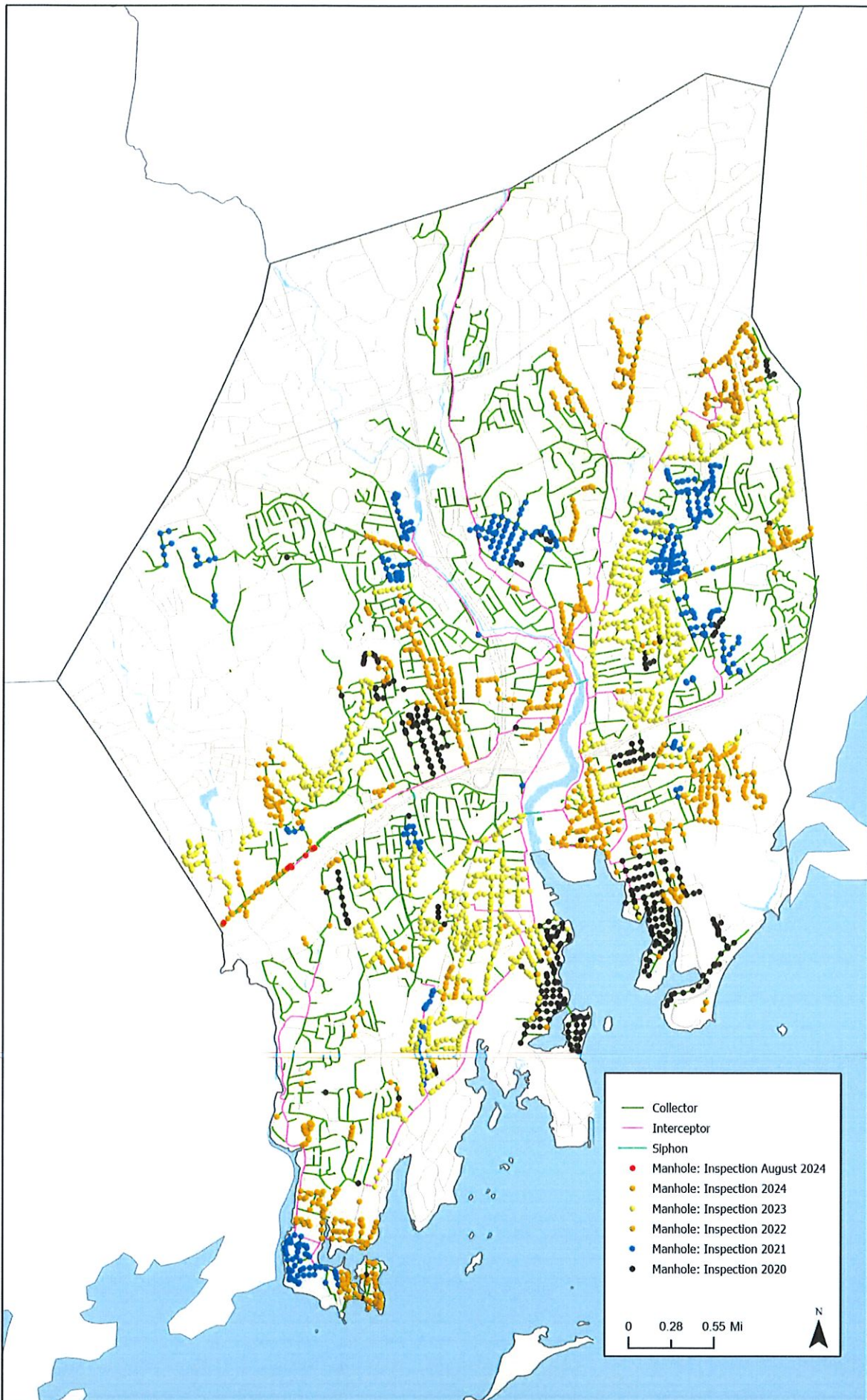




Norwalk CCTV Inspections: August 2024









**Norwalk Water
Pollution Control
Authority**

www.wpcanorwalk.org

August 9, 2024

Ross Gambino
Assistant Project Manager
Veolia
60 South Smith Street
Norwalk, CT 06855

Subject: Inflation Adjustment of the Annual Base Service Fee – Year 5

Dear Mr. Gambino:

The Norwalk WPCA is in receipt of your letter received via email on July 26, 2024 for Inflation Adjustment of the Annual Base Service Fee for Contract Year 5. WPCA has reviewed the backup calculation sheets and agree with the inflation increase of 3.7 percent reflecting an annual increase amount of \$328,672.63.

Sincerely,

A handwritten signature in black ink that reads "Ralph K. Kolb". The signature is written in a cursive, flowing style.

Ralph K. Kolb, P.E.
Sr. Environmental Engineer

cc: WPCA Board Members
Vanessa Valadares, P.E., Chief of Operations and Public Works
Chris Torre, Superintendent of Operations
Nelya Bauer, P.E., Wastewater Systems Manager
David Connors, Veolia

A handwritten "7.c." in black ink, enclosed within a hand-drawn circle. The "7" is slightly larger than the "c", and there is a period after the "c".



June 30 , 2024

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 5

Dear Mr. Kolb,

Veolia is pleased to present the following Inflation Adjustment of the Annual Base Service Fee for Year 5 as detailed in Section 10.2 of the Wastewater System Operations, Maintenance & Management Agreement.

CPI Adjustment (%)			3.40%
ECI-SUM Adjustment (%)			4.075%
Annual Inflation Adjustment			1.037
		CY-4	CY-5
Annual O & M Costs		\$ 8,219,321.40	\$ 8,523,436.29
Collections CRSF		\$ 281,948.28	\$ 292,380.37
ETERF Contribution		\$ 381,774.24	\$ 395,899.89
Annual Base Service Fee		\$ 8,883,043.92	\$ 9,211,716.55
Annual Increase Amount			\$ 328,672.63

In addition, the following components of the agreement have been adjusted for contract year 5 as follows:

Contract Item	CY4	AIF	CY5
IPP Adjustment	\$ 1,691.76	1.037	\$ 1,754.36
Effluent Guarantee Limits(Sect 7.2A)	\$ 563.92	1.037	\$ 584.79
	\$11,278.41	1.037	\$11,695.71
Odor Non-Compliance(Sec 7.3)	\$ 563.92	1.037	\$ 584.79
	\$ 1,127.84	1.037	\$ 1,169.57
	\$ 1,691.76	1.037	\$ 1,754.36
	\$ 3,383.53	1.037	\$ 3,508.72
Enviromental Guarantee(7.4B)	\$ 563.92	1.037	\$ 584.79
	\$ 1,127.84	1.037	\$ 1,169.57
	\$ 1,691.76	1.037	\$ 1,754.36
	\$ 3,383.53	1.037	\$ 3,508.72
Enviromental Guarantee(7.4C and D)	\$ 5,639.21	1.037	\$ 5,847.86
	\$11,278.41	1.037	\$11,695.71
	\$22,556.86	1.037	\$23,391.46
Admin Sanctions (Sect 7.7B)	\$ 563.92	1.037	\$ 584.79
Performeance Incentive (Sect7.10A)	\$ 5,639.21	1.037	\$ 5,847.86
Maintence Repair and Replacement (8.10C)	\$11,278.41	1.037	\$11,695.71

7.c.



Collections Sytem Repair Fund (8.2E)	\$ 281,948.28	1.037	\$ 292,380.37
End of Term Replacement Fund (8.3A)	\$ 381,774.23	1.037	\$ 395,899.88
Sewer Back-Up Liablilty (Sect 11.3)	\$ 56,392.06	1.037	\$ 58,478.57
SubContractors (Sect 14.8B)	\$ 28,196.03	1.037	\$ 29,239.28

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,

Ross Gambino
Assistant Project Manager
Cc: Dave Connors Veolia
Donna Emberson, Veolia

Maintenance, Repair and Replacement (MRR) Approval Form

MRR Number: CY05-006

Date: 08-06-2024

Subject to the WASTEWATER TREATMENT SYSTEM OPERATIONS, MAINTENANCE, AND MANAGEMENT SERVICES AGREEMENT and BETWEEN WATER POLLUTION CONTROL AUTHORITY FOR THE CITY OF NORWALK AND VEOLIA ENVIRONMENT S.A. ("VEOLIA")

1. MRR Description:

Replace the lighting on building 1, 2, 4 and 5

2. Scope of Work:

Labor and replace Exterior Wall packs on buildings #1, #2, #4, #5 with new LED Wall packs.
Photocells on to be included on each fixture and Emergency ballasted fixtures on building #1.
Building #2, #4, #5 do not have emergency fixtures.

3. Quotes: See Attached.

4. Time Schedule:

The Company shall complete the work required by this MRR Approval Form within 90 calendar days of the date above.

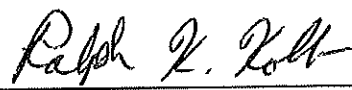
5. Compensation:

Vendor / Subcontractor:	\$15,280.00
Contingency (10%):	\$1,528.00
Veolia Mark Up (15%):	\$2,521.20
Total Project Cost:	\$19,329.20

ISSUED AND AUTHORIZED BY:
Veolia

By: 
Title: ASST. PROJ. MANAGER

ACCEPTED AND AGREED TO BY:
Norwalk WPCA

By: 
Title: Sr. Environmental Engineer

7.2.1

YEAR-TO-DATE BUDGET REPORT

FOR 2024 '99

ACCOUNTS FOR:	WATER POLLUTION CONTROL	ORIGINAL APPROP	TRANSFERS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
22								
040 PUBLIC WORKS								
224062 WATER POLLUTION CONTROL								
224062 4051 INTEREST		-65,000	0	-65,000	-92,857.23	.00	27,857.23	142.9%
224062 4121 NITROGEN		-50,000	0	-50,000	-31,626.00	.00	-18,374.00	63.3%
224062 4451 SEWER PERM		-1,500	0	-1,500	-1,000.00	.00	-500.00	66.7%
224062 4453 SEPTIC LIC		-1,200	0	-1,200	-1,400.00	.00	200.00	116.7%
224062 4513 SEWER CHRG		-17,940,000	0	-17,940,000	-18,602,816.84	.00	662,816.84	103.7%
224062 4516 SPT DIS FE		-175,000	0	-175,000	-223,937.00	.00	48,937.00	128.0%
224062 4521 WILTON SU		-600,000	0	-600,000	.00	.00	-600,000.00	.0%
224062 4522 SEWER USE		-45,000	0	-45,000	-91,761.00	.00	46,761.00	203.9%
224062 452C INDUSTRIAL		-175,000	0	-175,000	15,141.80	.00	-190,141.80	-8.7%
224062 452D SEWER CONN		-150,000	0	-150,000	-118,033.02	.00	-31,966.98	78.7%
224062 452E IPP INTERE		-5,000	0	-5,000	-6,135.64	.00	1,135.64	122.7%
224062 4807 REIMB EXP		-1,000	0	-1,000	-9,712.72	.00	8,712.72	971.3%
224062 4825 BOND PREM		0	0	0	-861,393.83	.00	861,393.83	100.0%
224062 489F REIMB GF		-136,163	0	-136,163	-136,163.00	.00	.00	100.0%
224062 4901 INV INCOME		-110,000	0	-110,000	-259,586.00	.00	149,586.00	236.0%
TOTAL WATER POLLUTION CONTROL		-19,454,863	0	-19,454,863	-20,421,280.48	.00	966,417.48	105.0%
TOTAL PUBLIC WORKS		-19,454,863	0	-19,454,863	-20,421,280.48	.00	966,417.48	105.0%
TOTAL WATER POLLUTION CONTROL		-19,454,863	0	-19,454,863	-20,421,280.48	.00	966,417.48	105.0%
TOTAL REVENUES		-19,454,863	0	-19,454,863	-20,421,280.48	.00	966,417.48	105.0%

8.9

YEAR-TO-DATE BUDGET REPORT

FOR 2024-99

ACCOUNTS FOR:	WATER POLLUTION CONTROL	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
22								
040	PUBLIC WORKS							
224062	WATER POLLUTION CONTROL							
224062 5110	WAGES & SA	452,914	0	452,914	435,886.43	.00	17,027.57	96.2%
224062 5120	WAGES & SA	100,000	0	100,000	6,220.56	.00	93,779.44	6.2%
224062 5140	WAGES & SA	36,000	0	36,000	6,280.95	.00	29,719.05	17.4%
224062 5150	LONGEVITY	1,150	0	1,150	1,140.00	.00	10.00	99.1%
224062 5235	MEMBERSHIP	10,000	0	10,000	8,408.05	.00	1,591.95	84.1%
224062 5241	ELECTRIC	1,553,000	0	1,553,000	1,565,889.89	.00	-12,889.89	100.8%
224062 5245	TELEPHONE	2,000	0	2,000	.00	.00	2,000.00	.0%
224062 5252	LEGAL SERV	250,000	0	250,000	171,273.30	.00	78,726.70	68.5%
224062 5258	OMI	10,430,000	1,539,528	11,969,528	11,277,006.34	.00	692,521.92	94.2%
224062 5286	BUSINESS E	32,000	0	32,000	21,639.15	.00	10,360.85	67.6%
224062 5295	SEMINAR&CO	20,000	0	20,000	8,272.63	.00	11,727.37	41.4%
224062 5298	OTHER	250,000	10,638	260,638	95,587.22	.00	165,050.28	36.7%
224062 5418	INSURANCE	140,086	0	140,086	140,086.00	.00	.00	100.0%
224062 5428	BENEFITS	241,404	0	241,404	241,404.00	.00	.00	100.0%
224062 5521	PRINCIPAL	3,208,420	0	3,208,420	3,208,419.59	.00	.41	100.0%
224062 5522	INTEREST	1,011,484	0	1,011,484	1,011,483.78	.00	.22	100.0%
224062 5523	BOND EXP	0	0	0	78,363.23	.00	-78,363.23	100.0%
224062 5651	TO G/F	692,807	0	692,807	692,807.00	.00	.00	100.0%
224062 5741	IT HARDWAR	60,000	0	60,000	31,077.64	.00	28,922.36	51.8%
224062 5789	RESERVE	963,598	0	963,598	.00	.00	963,598.00	.0%
TOTAL	WATER POLLUTION CONTROL	19,454,863	1,550,166	21,005,029	19,001,245.76	.00	2,003,783.00	90.5%
TOTAL	PUBLIC WORKS	19,454,863	1,550,166	21,005,029	19,001,245.76	.00	2,003,783.00	90.5%
TOTAL	WATER POLLUTION CONTROL	19,454,863	1,550,166	21,005,029	19,001,245.76	.00	2,003,783.00	90.5%
TOTAL	EXPENSES	19,454,863	1,550,166	21,005,029	19,001,245.76	.00	2,003,783.00	90.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2025 '99

ACCOUNTS FOR:	WATER	POLLUTION	CONTROL	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
22										
040 PUBLIC WORKS										
224062 WATER POLLUTION CONTROL										
224062 4051				-65,000	0	-65,000	-35,234.20	.00	-29,765.80	54.2%
224062 4121				-30,000	0	-30,000	-49,199.00	.00	19,199.00	164.0%
224062 4451				-1,500	0	-1,500	.00	.00	-1,500.00	.0%
224062 4453				-1,200	0	-1,200	.00	.00	-1,200.00	.0%
224062 4513				-18,747,000	0	-18,747,000	43,861.00	.00	-18,790,861.00	-.2%
224062 4516				-175,000	0	-175,000	-25,495.00	.00	-149,505.00	14.6%
224062 4521				-850,000	0	-850,000	-886,647.63	.00	36,647.63	104.3%
224062 4522				-45,000	0	-45,000	-42,151.00	.00	-2,849.00	93.7%
224062 452C				-175,000	0	-175,000	.00	.00	-175,000.00	.0%
224062 452D				-150,000	0	-150,000	-16,300.00	.00	-133,700.00	10.9%
224062 452E				-5,000	0	-5,000	-555.27	.00	-4,444.73	11.1%
224062 4807				-1,000	0	-1,000	.00	.00	-1,000.00	.0%
224062 489F				-139,806	0	-139,806	.00	.00	-139,806.00	.0%
224062 4901				-110,000	0	-110,000	.00	.00	-110,000.00	.0%
TOTAL WATER POLLUTION CONTROL				-20,495,506	0	-20,495,506	-1,011,721.10	.00	-19,483,784.90	4.9%
TOTAL PUBLIC WORKS				-20,495,506	0	-20,495,506	-1,011,721.10	.00	-19,483,784.90	4.9%
TOTAL WATER POLLUTION CONTROL				-20,495,506	0	-20,495,506	-1,011,721.10	.00	-19,483,784.90	4.9%
TOTAL REVENUES				-20,495,506	0	-20,495,506	-1,011,721.10	.00	-19,483,784.90	

8.a.

YEAR-TO-DATE BUDGET REPORT

FOR 2025 '99

ACCOUNTS FOR:		ORIGINAL	TRANSFRS/ ADJSTMTS	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
22	WATER POLLUTION CONTROL	APPROP		BUDGET	EXPENDED		BUDGET	USED
040 PUBLIC WORKS								
224062 WATER POLLUTION CONTROL								
224062 5110	WAGES & SA	706,026	0	706,026	78,602.20	.00	627,423.80	11.1%
224062 5120	WAGES & SA	100,000	0	100,000	1,737.56	.00	98,262.44	1.7%
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	.00	.00	10,000.00	.0%
224062 5241	ELECTRIC	1,607,400	0	1,607,400	134,983.21	1,171,267.68	301,149.11	81.3%
224062 5245	TELEPHONE	2,000	0	2,000	.00	.00	2,000.00	.0%
224062 5252	LEGAL SERV	250,000	0	250,000	28,725.00	21,275.00	200,000.00	20.0%
224062 5258	OMI	10,795,100	692,522	11,487,622	820,375.46	9,974,724.54	692,521.92	94.0%
224062 5286	BUSINESS E	32,000	0	32,000	732.86	472.00	30,795.14	3.8%
224062 5295	SEMINAR&CO	20,000	0	20,000	.00	.00	20,000.00	.0%
224062 5298	OTHER	250,000	4,500	254,500	.00	4,500.00	250,000.00	1.8%
224062 5418	INSURANCE	88,950	0	88,950	.00	.00	88,950.00	.0%
224062 5428	BENEFITS	376,312	0	376,312	.00	.00	376,312.00	.0%
224062 5521	PRINCIPAL	3,248,691	0	3,248,691	867,950.82	.00	2,380,740.18	26.7%
224062 5522	INTEREST	1,887,129	0	1,887,129	716,433.56	.00	1,170,695.44	38.0%
224062 5651	TO G/F	763,653	0	763,653	.00	.00	763,653.00	.0%
224062 5741	IT HARDWAR	60,000	0	60,000	30,250.00	.00	29,750.00	50.4%
224062 5789	RESERVE	261,095	0	261,095	.00	.00	261,095.00	.0%
TOTAL WATER POLLUTION CONTROL		20,495,506	697,022	21,192,528	2,679,790.67	11,172,239.22	7,340,498.03	65.4%
TOTAL PUBLIC WORKS		20,495,506	697,022	21,192,528	2,679,790.67	11,172,239.22	7,340,498.03	65.4%
TOTAL WATER POLLUTION CONTROL		20,495,506	697,022	21,192,528	2,679,790.67	11,172,239.22	7,340,498.03	65.4%
TOTAL EXPENSES		20,495,506	697,022	21,192,528	2,679,790.67	11,172,239.22	7,340,498.03	65.4%

PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 16
Task Order Date: August 2024

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: Task Order No. 16
Project Name: Keeler Brook Pump Station Upgrade- Bidding and Emergency Services Phase
Description: The intent of the Task Order is to cover engineering costs associated with expediting the bidding of the Keeler Brook Pump Station, including ongoing costs for Emergency Services related expediting preparation of easement mapping, conducting the Phase II environmental assessment on the proposed parcel, and being on-call to assist the City and Veolia in maintaining forward flow of raw wastewater entering the Keeler Brook wet well and conveying it through temporary bypass pumps and piping.

2. **Scope of Work:**

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

3. **Time Schedule:**

Engineer shall complete the scope of work associated with this Task Order in accordance with the schedule requirements of the WPCA at the time of authorization.

4. **Compensation:**

Engineer shall be paid for the proper performance of services described in this Task Order in an amount not to exceed fifty thousand dollars and 00/100 (\$50,000.00 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: 15

Previous Task Order Date: May 2023

ISSUED AND AUTHORIZED BY:
WPCA

By: Ralph E. Zolt

Title: Sr. Environmental Engineer

ACCEPTED AND AGREED TO BY:
ENGINEER

By: Christy M. Lurie

Title: Vice President

8.C.1.

PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 16

Exhibit A: Scope of Work

Background:

The Norwalk WPCA has requested that Engineer expedite design, bidding, general on-call, survey and environmental assessment investigations for the relocation of the Keeler Brook Pump Station.

Scope of Work

Engineer shall provide the following services to meet these goals.

Task 1 – Expedite Bidding to Selected Contractors – Keeler Brook Pump Station Upgrade

This task includes the following items:

- a. Continue to attend scheduled coordination calls and on-site meetings to support the City and Eversource specific to this task.
- b. Expedite the Phase 2 Environmental Assessment of the proposed parcel.
- c. Expedite updated survey and easement mapping in the form of a signed and sealed A2 survey.
- d. Expedite the final design drawings and technical specifications to accompany an RFP to two selected general contractors.
- e. Meet and review the project with the selected contractors.
- f. Review pricing from the selected contractor and make a recommendation to award.
- g. Coordinate and attend workshop meetings with the City, Veolia and equipment suppliers to review project needs and identify areas where concessions can be made to shorten the construction timeline. Agree verbally to what will be provided and release equipment for production without going through a formal submittal process. Formal shop drawings will be developed while equipment is in fabrication for the record.

Fee Schedule

Engineer will complete the scope of work for a not-to-exceed fee of \$50,000 including labor and expenses.

PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 16

Exhibit B: Special Conditions

There are no special conditions associated with this Task Order.

PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 08
Task Order Date: August 2024

Subject to the AGREEMENT FOR ON-CALL ENGINEERING SERVICES BY AND BETWEEN WATER POLLUTION CONTROL AUTHORITY OF THE CITY OF NORWALK AND BROWN AND CALDWELL, (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: Task Order No. 8
Project Name: Beacon St Sanitary Sewer Design
Description: Services include engineering design for the replacement 24" sanitary sewer on Beacon St and Sunset Hill Ave.

2. Scope of Work:

The scope of work to be performed hereunder is described in Exhibit A.

3. Time Schedule:

Engineer shall complete the work required by this Task Order within six (6) months of the notice to proceed.

- Preliminary Engineering Report – October 2024
- 60% Design Submittal – November 2024
- 90% Design Submittal – December 2024
- 100% Design Submittal – January 2024
- Bidding – February 2025

4. Compensation:

Engineer shall be paid for the performance of services described in this Task Order in an amount not to exceed \$221,798 Dollars. A breakdown of fee is attached. Services will be billed on a monthly basis on a percent complete.

5. Special Conditions:

None

ISSUED AND AUTHORIZED BY:
WPCA

By: Ralph L. Zolt

Title: Sr. Environmental Engineer

ACCEPTED AND AGREED TO BY:
ENGINEER

By: E. J. Min

Title: Senior Vice President

8.c.2

PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 08

Exhibit A: Scope of Work

Understanding

The scope of work provides for design and bid document development for the replacement of 1,550 LF of sanitary sewer on Beacon Street and Sunset Hill Avenue, from Willow Street to East Avenue, within the City of Norwalk as described in the Beacon Street Sanitary Sewer Surcharge Capacity Analysis Memo. The existing 15" sewer will be replaced with 24" sewer, to improve capacity and mitigate overflows for properties at the intersection of Willow Street and Beacon Street. Additionally, there will be repairs or replacement on the connecting structure on East Avenue to improve hydraulics.

- Task 1 – Project Management
- Task 2 – Preliminary Engineering Report
- Task 3 – Intermediate Design (60%)
- Task 4 – Pre-Final Design (90%)
- Task 5 – Final Design (100%)
- Task 6 – Bidding Support Services

Task 1: Project Management

Project administration and management will include project team coordination, schedule management, scope and budget management, internal quality assurance and quality control procedures, implementation of appropriate health and safety protocols, and preparation of invoices. Specific project work tasks are described below.

Task 1.1. Project Meetings

BC will conduct a project kick-off meeting with key Norwalk personnel. The kick-off meeting will be used to confirm the project goals, objectives, requirements, and success factors. In addition to the project kick-off meeting, five project progress meetings are planned. These progress meetings will be used to review the project status, schedule, budget, and interim design deliverables. The following project meetings are anticipated:

- Project Kick-off
- Draft Preliminary Engineering Report (PER) Review Workshop
- Final PER Review Workshop
- 60% Design Submittal Review Workshop
- 90% Design Submittal Review Workshop
- 100% Design Submittal Review Workshop

Task 1.2. Schedule and Budget Management

BC will coordinate with the City's other Department of Public Works projects including sidewalk rehabilitation and paving of Beacon Street.

BC will develop a project schedule based on the phases of the design and support services. The schedule will be tracked and managed regularly and updated monthly. Along with the project schedule, the project costs will be tracked and managed to deliver the project within the budget. Norwalk will be invoiced monthly.

Task 1.3. Project Documentation

BC will prepare project documentation. This will include project management plans, meeting agendas, meeting notes, and comment tracking logs.

Task 1.4 Public Outreach

BC will help prepare project descriptions and schedules for use on Norwalk's website/social media to notify the public of the upcoming work.

Phase 1 – Deliverables

The following deliverables will be provided under this Task:

- PDF copies of meeting agendas
- PDF copies of meeting notes
- Project descriptions and photos to support Public Notification

Task 2: Preliminary Engineering Report

Task 2.1. Data Collection

BC will review available data, which may include original design, record, and as-built documents; previous reports/studies; and operational data. Norwalk will provide BC with all available data and the record drawings for the sewer in PDF format.

Task 2.2. Topographic Survey

BC will conduct a topographic survey along Beacon Street and Sunset Hill Avenue; between Armstrong Court and East Avenue.

The site survey will be conducted in accordance with the following items:

- The survey will be based on the plat of record which refers to the Connecticut State Plane Coordinate System, NAD 83. Coordinate values will be expressed in U.S. survey feet.
- Elevations will be expressed in feet and based on the local Geodetic Control Network which refers to NAVD 88. A Temporary Benchmark (TBM) will be provided.
- Client will provide right of entry to survey area.
- All visible physical features within the survey limits will be shown.
- The underground utilities will be based on a combination of existing Miss Utility markings (coordinated by surveyor), field located structures, and plan information available. The surveyor makes no guarantee that the underground utilities shown will comprise all such utilities in the area, either in service or abandoned. The survey will not warrant that the underground utilities shown will be in their exact location indicated. However, they will be located as accurately as possible from the information available. All underground utilities are to be field verified by others prior to construction. Miss Utility tickets will be utilized for design and survey monument excavation purposes.
- Subsurface Utility Engineering (SUE) Level A will be performed for existing utilities that are located within the proposed alignment to determine exact location and depth. The field data will be incorporated into the development of plan and profile drawings of the proposed sewer.
- Visible water valves, hydrants, and meters within the survey limits will be shown.
- Location of accessible sanitary sewer gravity sewer lines, accessible manholes (with rim and invert elevations), and visible cleanouts.
- Location of accessible storm drainage piping and structures (with rim and invert elevations).
- For gravity sewers (storm and sanitary), the next upstream structure will be provided for all piping entering the survey limits.
- Rights-of-Way will be shown based on available highway plans, survey plats, and existing monumentation located in the field.

- Property ownership designations and departing parcel lines will be based on information obtained from the City of Norwalk real estate assessor's office, GIS information, and existing monumentation located in the field.
- Location of visible physical features within the survey limits.
- Location of roadway striping.
- Cross section/spot elevations will be provided at 50' intervals.
- Location of wooded areas and stand-alone trees greater than 6" in diameter.
- If required, title investigation work for problematic Right of Way and/or parcel line designation will be provided as additional services.
- The investigation, delineation and location of wetlands, hazardous waste, and/or other environmental issues will not be performed. No interior pump station survey location information and confined space work will be provided.
- An AutoCAD drawing file of the survey will be provided.

Task 2.3. Closed Circuit Televising Review

CCTV will be conducted of the sanitary sewer and service connections. The CCTV will be reviewed to identify location of all services and their condition.

Task 2.4 Draft PER.

A draft preliminary engineering report (PER) will document design decisions and advance the design of the sewer replacement to a 30% milestone. The PER will include documentation of design assumptions and calculations. Items that will be included in the PER are as follows:

- List of plan sheets and outline of technical specifications
- Site plan with profiles of the proposed sewer
- Proposed sequence of construction
- List of applicable permits
- Construction schedule

Drawings will also be developed for DPW to negotiate a change order with an existing contractor working on Beacon Street to replace a section of sanitary sewer lateral, clean out and couplings for each house to have new curbs and sidewalks.

Specifications will be in CTDOT format.

Task 2.5 Class 3 Cost Opinion.

A Class 3 cost opinion (-20%/+30%) will be prepared by the engineer under this task.

Note: In accordance with the Association for the Advancement of Cost Engineering International (AACE) criteria, this is a Class 3 estimate. A Class 3 estimate is defined as a Budgetary Estimate. Typically, engineering is from 10 percent to 40 percent complete. Class 3 estimates are generally used to form the basis for budget authorization, appropriation, and/or funding.

Expected accuracy for Class 3 estimates typically range from -20 percent to +30 percent, depending on the technological complexity of the project, appropriate reference information, and the inclusion of an appropriate contingency determination. In unusual circumstances, ranges could exceed those shown.

Task 2.6 Draft & Final PER QA/QC.

Prior to the Draft and Final PER submittal packages, the Engineer will conduct an internal Quality Assurance/Quality Control (QA/QC) review of documents to be submitted to Norwalk.

The Engineer will finalize the PER and address any comments generated by Norwalk during the review of the Draft PER.

Phase 2 – Deliverables

The following deliverables will be provided under this Task:

- Drawings for DPW Change Order to Contract for existing work on Beacon Street
- One (1) PDF Copy of the Draft PER
- One (1) PDF Copy of the Final PER

Task 3: Intermediate Design (60% Submittal)

This phase of the design is used to create the plan set including the horizontal and vertical alignments of the proposed sewer. The following tasks describe the work to be completed during the intermediate design phase of the project.

Task 3.1. Drawing Preparation

The drawings will be prepared in AutoCAD (latest version) and will include detailed requirements of the proposed design as well as details necessary for construction. The Engineer anticipates that the Intermediate Design plan sheets will include 15 sheets with plan and profile sheets at 1" = 30' scale, as follows:

- One (1) Title Sheet
- One (1) General Sheet with Abbreviations and Line Type Key
- One (1) Civil General Notes Sheet
- Two (2) Civil Existing Conditions Sheets
- Two (2) Civil Dimensional Layout, Utility, and Erosion and Sediment Control Plan Sheets (Proposed Alignment)
- Four (4) Civil Plan and Profile Design Sheet
- Two (2) Civil Detail Sheets (including Erosion and Sediment Control Details)
- Two (2) Traffic Control Sheets, with Plan, Details and Notes

Task 3.2. Draft Technical Specifications

The Engineer shall prepare a draft of necessary technical specifications and front end documents as necessary for the proposed sewer.

Task 3.3. Class 2 Cost Opinion

A Class 2 cost opinion (-15%/+20%) will be prepared by the engineer under this task.

Note: In accordance with the Association for the Advancement of Cost Engineering International (AACE) criteria, this is a Class 1 estimate. A Class 1 estimate is defined as a Baseline Check Estimate or Final Control Estimate. Typically, engineering is from 50 percent to 100 percent complete. Class 1 Estimates are used to compare against received bids, evaluate change order requests and for construction claim evaluations and dispute resolution.

Expected accuracy for Class 1 estimates typically range from -15 percent to +20 percent, depending on the technological complexity of the project, appropriate reference information, and the inclusion of an appropriate contingency determination. In unusual circumstances, ranges could exceed those shown.

Task 3.4. Agency Review Coordination

Following the Intermediate Design Submittal Workshop with Authority personnel, the Engineer will provide coordination services with the following agencies:

- City of Norwalk
- Existing utilities affected by construction.

Task 3.5. QA/QC Review

Prior to the Intermediate Design submittal package, the Engineer will conduct an internal QA/QC review of materials to be submitted to Norwalk. Quality control review of the design deliverables will be conducted by BC's senior

reviewers assigned to the project. Their technical review will check the design definition and that the design meets the goals and objectives set for the project by Norwalk.

Phase 3 – Deliverables

The following deliverables will be provided under this Phase:

- One (1) PDF Copy of draft specifications with front end documents
- One (1) PDF Copy of the Intermediate Design Drawings

Task 4: Pre-Final Design (90% Submittal)

This phase of the design is used to advance the detail of the design and address Authority provided comments from the 60-percent documents. The following tasks describe the work to be completed during the final design phase of the project.

Task 4.1. Drawing Preparation

The drawings will be updated to address any comments generated during the previous submittal and advance the design to 90%.

Task 4.2. Technical Specification Preparation

The Engineer shall prepare the necessary technical specifications and will compile them into a project manual. The front-end documents will also be compiled into the project manual.

Task 4.3. Class 1 Cost Opinion

A Class 1 cost opinion (-10%/15%) will be prepared by the engineer under this task.

Note: In accordance with the Association for the Advancement of Cost Engineering International (AACE) criteria, this is a Class 1 estimate. A Class 1 estimate is defined as a Baseline Check Estimate or Final Control Estimate. Typically, engineering is from 50 percent to 100 percent complete. Class 1 Estimates are used to compare against received bids, evaluate change order requests and for construction claim evaluations and dispute resolution.

Expected accuracy for Class 1 estimates typically range from -10 percent to +15 percent, depending on the technological complexity of the project, appropriate reference information, and the inclusion of an appropriate contingency determination. In unusual circumstances, ranges could exceed those shown.

Task 4.4. QA/QC Review

Prior to the Final Design submittal package, the Engineer will conduct an internal QA/QC review of materials to be submitted to Norwalk. Quality control review of the design deliverables will be conducted by BC's senior reviewers assigned to the project. Their technical review will check the design completeness and coordination across the disciplines. This review will continue to verify the design meets the goals and objectives set for the project by Norwalk.

Phase 4 – Deliverables

The following deliverables will be provided under this Phase:

- One (1) PDF Copy of the Comment Log
- One (1) PDF Copy of the Cost Estimate
- One (1) PDF Copy of the Technical Specification
- One (1) PDF Copy of the 90% Design Drawings

Task 5: Final Design (100% Submittal)

This phase of the design is used to advance the detail of the design and address Authority provided comments from the 90-percent documents. The following tasks describe the work to be completed during the final design phase of the project.

Task 5.1. Drawing Preparation

The drawings will be updated to address any comments generated during the previous submittal and advance the design to 100%.

Task 5.2. Technical Specification Preparation

The Engineer shall refine the necessary technical specifications from the 90% in preparation for bidding.

Task 5.3. Class 1 Cost Opinion

A Class 1 cost opinion (-10%/15%) will be prepared by the engineer under this task.

Note: In accordance with the Association for the Advancement of Cost Engineering International (AACE) criteria, this is a Class 1 estimate. A Class 1 estimate is defined as a Baseline Check Estimate or Final Control Estimate.

Typically, engineering is from 50 percent to 100 percent complete. Class 1 Estimates are used to compare against received bids, evaluate change order requests and for construction claim evaluations and dispute resolution.

Expected accuracy for Class 1 estimates typically range from -10 percent to +15 percent, depending on the technological complexity of the project, appropriate reference information, and the inclusion of an appropriate contingency determination. In unusual circumstances, ranges could exceed those shown.

Task 5.4. QA/QC Review

Prior to the Final Design submittal package, the Engineer will conduct an internal QA/QC review of materials to be submitted to Norwalk. Quality control review of the design deliverables will be conducted by BC's senior reviewers assigned to the project. Their technical review will check the design completeness and coordination across the disciplines. This review will continue to verify the design meets the goals and objectives set for the project by Norwalk.

Phase 5 – Deliverables

The following deliverables will be provided under this Phase:

- One (1) PDF Copy of the Comment Log
- One (1) PDF Copy of the Cost Estimate
- One (1) PDF Copy of the Bid Set Project Manual
- One (1) PDF Copy of the Bid Set Design Drawings
- Three (3) Half Size Hard Copies Sets of Design Drawings (11"x17")
- Three (3) Hard Copies of the Project Manual

Task 6: Bidding Support Services

BC will provide bidding support services to assist Norwalk in seeking qualified bids for construction of the sewer. This will include the following services, culminating in the selection of a single Prime Contractor for the construction of the project:

Task 6.1. Pre-Bid Conference Support

BC will assist Norwalk in planning and conducting one pre-bid conference. BC will assist Norwalk in drafting the pre-bid conference agenda and content and generate meeting minutes to document the results of the pre-bid conference. BC will record the questions and requests for additional information and coordinate with Norwalk for developing responses and additional information.

Task 6.2. Information Request Support and Addenda Development

BC will respond to bidders' technical questions and requests for additional information. This may include providing technical interpretation of the Bid Documents. BC will provide responses to technical questions for inclusion in addenda; up to three Addenda are included in the cost proposal. The addenda will be prepared and distributed by Norwalk. BC will not respond to any questions received directly from Bidders. Per the instructions to bidders to be included in the bid documents, these questions will be referred to Norwalk.

Task 6.3. Bid Evaluation Support

BC will assist Norwalk with review and evaluation of all bids received for each project. This will include verification of the financial and performance history documentation submitted by the lowest responsive, responsible bidder and second lowest responsive, responsible bidder. After this review and verification process, BC will prepare a letter of bid review and evaluation and include recommendation for award of the contract for construction or other action as may be appropriate. Norwalk will make the final acceptance or rejection of all bids, contractor selection, and award of the contract.

Task 6.4. Development of Conformed Contract Documents

At the conclusion of the Bidding Period, BC will develop conformed contract documents that incorporate revisions made as a result of addenda. An electronic copy of the conformed contract documents will be provided to the City.

ESTIMATED STAFF EFFORT AND COSTS - TASK ORDER NO. 8

	Project Management	Senior Engineer	Lead Engineer	Engineer	Staff Engineer	Drafter	Cost Estimating	Admin	Hours	Labor	Expenses	Total
	\$225	\$250	\$190	\$160	\$140	\$145	\$150	\$95				
1. Project Management and Meetings												
Project Meetings and Workshops	28		20						48	\$ 19,860	\$ 2,500	\$ 21,560
Schedule and Budget Management	28							28	56	\$ 10,100	\$ 2,500	\$ 12,600
2. Preliminary Engineering Report												
Data Collection	4		8		8				20	\$ 8,960		\$ 8,960
Topographic Survey	20		16			24		4	64	\$ 51,005	\$ 15,730	\$ 66,735
CCTV Review			8	8					16	\$ 3,540		\$ 3,540
Draft PER	16		60		40	40			156	\$ 11,400	\$ 15,730	\$ 27,130
Cost Estimate							8		16	\$ 2,800		\$ 2,800
QC and Final PER	4	16	4						156	\$ 26,400		\$ 26,400
3. Intermediate Design (60%)									8	\$ 1,200		\$ 1,200
Drawings and Specifications									24	\$ 5,665		\$ 5,665
Cost Estimate	30	16	60	40	40	80		4	24	\$ 52,038	\$ -	\$ 52,038
Review and Coordination	4						8		270	\$ 46,135		\$ 46,135
4. Pre-Final Design (90%)									12	\$ 2,100		\$ 2,100
Drawings and Specifications	8	8							16	\$ 3,803		\$ 3,803
Cost Estimate	30	16	60	40		80		4	16	\$ 48,038	\$ -	\$ 48,038
Review and Coordination	4						6		230	\$ 40,535		\$ 40,535
5. Final Design (100%)									10	\$ 1,800		\$ 1,800
Drawings and Specifications	8	8	10						26	\$ 5,703		\$ 5,703
Cost Estimate	8								10	\$ 19,456	\$ -	\$ 19,456
Review and Coordination	8	16	20	16		20		4	84	\$ 15,445		\$ 15,445
6. Bidding Services									8	\$ 1,350		\$ 1,350
Pre Bid Conference Support	2						6		8	\$ 2,661		\$ 2,661
Support and Addenda Development	4	4	4						12	\$ 19,971	\$ -	\$ 19,971
Bid Evaluation									8	\$ 1,800		\$ 1,800
Conformed Contract Documents	4		8	4	10	16			34	\$ 6,341		\$ 6,341
									6	\$ 1,090		\$ 1,090
									28	\$ 4,740		\$ 4,740
Total	216	88	294	108	98	260	28	44	1136	\$ 203,568	\$ 18,230	\$ 221,798

Norwalk Water Pollution Control Authority
Sanitary Sewer Rehabilitation (Contract No. 2023-01)
 Date: September 2024

CIPP Lining	Original Scope	Added Work	Total Project (ft)	Completed (ft)	% Completed
8-inch	30,415	14,796	45,211	38,149	84%
10-inch	2,306	1,996	4,302	3,124	73%
12-inch	1,546	8,015	9,561	5,573	58%
14-inch	921	0	921	921	100%
15-inch	50	1,216	1,266	0	0%
18-inch	177	0	177	177	100%
24-inch	1,457	0	1,457	1,044	72%
Totals:	36,872	26,023	62,895	48,988	78%

8.2.1

PROFESSIONAL SERVICES TASK ORDER

**Task Order Number: 02
Amendment No. 2
Task Order Date: August 2024**

Subject to the AGREEMENT FOR ON-CALL ENGINEERING SERVICES BY AND BETWEEN WATER POLLUTION CONTROL AUTHORITY OF THE CITY OF NORWALK AND BROWN AND CALDWELL, (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: Task Order No. 2 Amendment No. 2
Project Name: Services During Construction
Description: Assist WPCA Services During Construction for the Sanitary Sewer Improvements Project WPCA 2023-01.

2. Scope of Work:

The scope of work to be performed hereunder is described in Exhibit A.

3. Time Schedule:

Engineer shall complete the work required by this Task Order within 6 months of the notice to proceed.

4. Compensation:

Engineer shall be paid for the performance of services described in this Task Order in an amount not to exceed one hundred forty-three thousand and eight hundred seventy-two (\$143,872) Dollars. Services will be billed monthly on a percent complete.

5. Special Conditions:

None

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

Previous Task Order Number: 02

ISSUED AND AUTHORIZED BY:
WPCA

By: Ralph Z. Zolt

Title: Sr. Environmental Engineer

ACCEPTED AND AGREED TO BY:
ENGINEER

By: E. J. Min

Title: Senior Vice President

8.2.1

PROFESSIONAL SERVICES TASK ORDER

Task Order Number: 02, Amendment No. 2

Exhibit A: Scope of Work

Additional Engineering Services During Construction - Administration and Inspection

Understanding:

The purpose of this Amendment is to add additional budget for Brown & Caldwell to continue providing the agreed upon services outlined in Task Order No. 2 Amendment No. 1. Since the issuance of the notice to proceed, the Sanitary Sewer Rehabilitation Project has expanded the original construction scope significantly, which require additional construction administration and inspection services be performed by BC in support of field operations being performed by the contractor.

Table 1 below that breaks down the bid item quantities that have been added to the contractor's scope.

Table 1. Additional Quantities Added to Project Scope To-Date				
Bid Item	Description	Original Scope	Added to Scope	New Scope
3	Pre-CIPP CCTV	45,360lf	35,159lf	80,519lf
5	8" Pipe CIPP	37,350lf	8,938lf	46,288lf
6	10" Pipe CIPP	25,40lf	1,807lf	4,347lf
7	12" Pipe CIPP	2,420lf	8,058lf	10,478lf
9	15" Pipe CIPP	50lf	1,028lf	1,028lf
11	Sewer Manhole Monolithic Cementious Lining 4' Diameter	2,450vf	1,512.46vf	3,962.46vf
17	Grout Joint at Liner	1,200ea	541ea	1,741ea
22	Cutting Protruding Lateral (non-manned entry)	10ea	22ea	32ea

Original Construction Contract Value	\$3,363,047.50
New Construction Contract Value	\$4,733,157.13

Contract & Budget Impacts:

An updated contract value is presented below in Table 1.

Table 1. Contract Values	
Current Contract Value	\$583,000
Amendment 2 Value	\$143,872
Updated TO2 Contract Value	\$726,872

Below is a breakdown of estimated hours by task;

	Construction Management	Civil Lead	Engineer	GIS	Hours	Labor	Expenses	Total
	\$197	\$190	\$160	\$120				
6.2. Construction Administration						\$ 24,400		\$ 24,400
General Construction Administration		40	60	60	160	\$ 24,400		\$ 24,400
Pre Construction Meeting					-	\$ -		\$ -
Construction Progress Meetings					-	\$ -		\$ -
Coordination Meetings with Other Agencies					-	\$ -		\$ -
Issue Resolution Meetings					-	\$ -		\$ -
Review of Submittals and Shop Drawings					-	\$ -		\$ -
Respond to Requests for Information					-	\$ -		\$ -
Change Orders and Work Change Directives					-	\$ -		\$ -
Develop Requests for Proposal					-	\$ -		\$ -
Substitutions					-	\$ -		\$ -
Applications for Payment					-	\$ -		\$ -
Bypass Review and Coordination					-	\$ -		\$ -
Permitting Support					-	\$ -		\$ -
6.3. Construction Management Services						\$ 113,472	\$ 6,000	\$ 119,472
Construction Management	576				576	\$ 113,472	\$ 6,000	\$ 119,472
Total	576	40	60	60	736	\$ 137,872	\$ 6,000	\$ 143,872