Poughkeepsies' Joint Water Board

October 1, 2013
4:30 PM

Poughkeepsies' Water Treatment Facility

Agenda

1. **Approval of September 3, 2013 Minutes**
2. **Public Participation**
3. **Plant Status Report**
4. **Update on Operating Budget**
5. **Upgrade Status**
6. **Old Business**
7. **New Business**
8. **IBM Negotiations**

Next meeting: November 12, 2013: 4:30 PM
Poughkeepsies' Water Treatment Facility

Poughkeepsies' Joint Water Board

September 3, 2013
Minutes

Board Members	**Others**
Mark Newton	Randy Alstadt, Administrator
Paul Herman	Milo Bunyi, City Administrator
Todd Tancredi	Don Beer, Morris Associates
Rich DuPilka	Scott Volkman, SRDD
John Tkazyik	Keith Ballard, Town Water
	Doreen Tignanelli, Customer
	Mark Grady, EJ Prescott, Inc.

1. Approval of August 6, 2013 Minutes

Randy stated that Milo Bunyi should be included as attended and Jim Beretta should be removed as he was not at meeting. Minutes were approved as corrected.

2. Public Participation

Doreen Tignanelli stated she reviewed minutes from Dutchess County Water and Wastewater Authority which indicate that IBM wants to include new standards in County contract. She expressed concern.

3. Plant Status Report

Randy Alstadt reviewed his written report. Paul Herman questioned the impact of high rainfall. Randy stated that overall quality has not been affected, however, increase in river turbidity has resulted in increase in sludge.

4. Update on Operating Budget Status

Randy Alstadt provided Board 2013 operating budget status. Randy stated that overall we have expended 46% compared to 58% of year expended. Randy projected that he anticipates he will not exceed budget.

5. Proposed 2014 Operating Budget

Randy Alstadt provided Board current status report stating that he anticipates he will come in at budget. Randy stated that as a result of IBM negotiations Engineering expenses are significantly greater than budgeted. Randy requested a transfer from contracted services 8320-7469 to Engineering Contract Services 8310-7461 in the amount of $15,000. Board approved unanimously.

6. **Approved 2014 Operating Budget**

   Randy Alstadt provided Board updated copy of 2014 budget.

7. **Capital Budget Progress**

   Randy Alstadt stated the project is currently in design with schedule to bid in August 2014.

   Randy stated that he needs City to set up Capital budget so he can enter Purchase Orders for design.

   Don Beer stated that Town has submitted Map, Plan and Report to State for approval.

8. **Stage 2 Disinfection By-product Consent Order**

   Randy Alstadt stated that he received approved consent order today. Randy stated that quarterly progress reports, which he will submit, start in October.

9. **Old Business**

   None

10. **New Business**

    None

11. **IBM Negotiations**

    Scott Volkman suggested Board have attorney client session to review IBM negotiations.

    Board went into private session.

    Once returned to open session, meeting was closed.

Board set next meeting date to be held October 1, 2013 at 4:30 PM.

Task Order No.4 – Design Services for Centrifuge Replacement

Summary of Work Completed by Task

Project Inception through August 30, 2013

Task 1 – Design

- Participated in kickoff workshop at PWTF on 7/25/13 and generated meeting notes.
- Reviewed existing conditions at PWTF.
- Conducted miscellaneous correspondence with Poughkeepsie as required to execute work activities.
- Coordinated sludge sampling from centrifuge vendors. Witnessed and obtained results on pilot testing performed by Water Facility Personnel.
- Requested vendor sizing and budgetary costs based upon Conceptual Design Report and pilot test results.
- Reviewed centrifuge sizing requirements, mass balance and feed pump requirements.
- Conducted project management planning activities including the development of the comprehensive Project Execution Plan, resource management plan, detailed scope statement and health & safety plan.
- Development of subcontractor agreement with Morris Associates.
- Conducted ongoing project monitoring and control activities including resource and subcontractor coordination, earned value and estimate to complete analysis.

Task 2 – Permitting Assistance

- No work completed this period

Task 3 – Bidding

- No work completed this period

Task 4 – Design Services During Construction

- No work complete this period.

CH2MHILL.

Task Order No.5 – Design Services for Ozone and Coagulation Upgrades

Summary of Work Completed by Task

Project Inception through August 30, 2013

Task 1 – Design

- Participated in kickoff workshop at PWTF on 7/25/13 and generated meeting summary.
- Reviewed existing conditions at PWTF.
- Reviewed process design criteria established during conceptual design.
- Conducted miscellaneous correspondence with Poughkeepsie as required to execute work activities.
- Conducted project management planning activities including the development of the comprehensive Project Execution Plan, design team finalization, detailed scope statement, work breakdown structure and health & safety plan.
- Development of subcontractor agreement with Morris Associates.
- Conducted ongoing project monitoring and control activities including resource and subcontractor coordination, earned value and estimate to complete analysis.

Task 2 – Permitting Assistance

- No work completed this period

Task 3 – Bidding

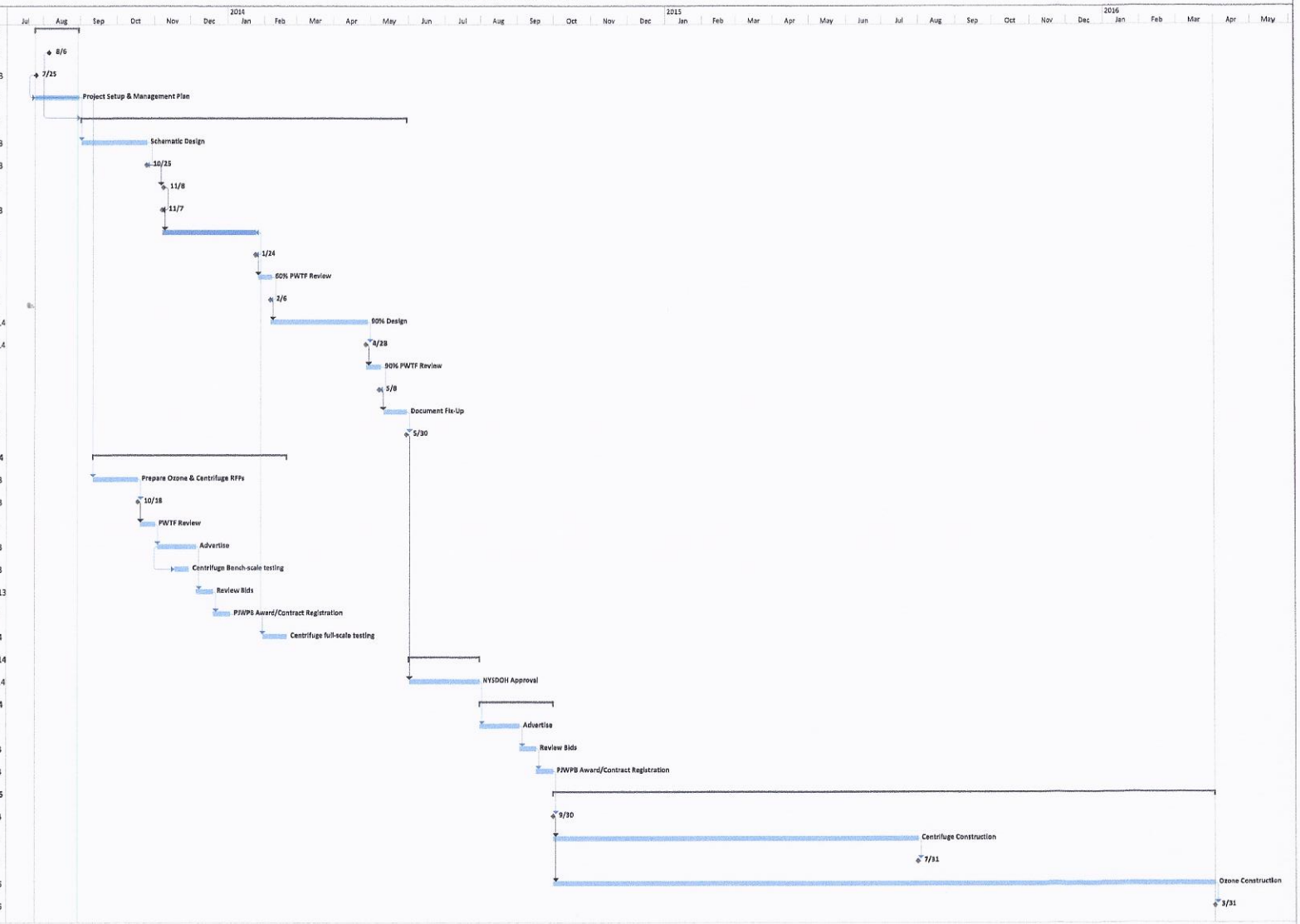
- No work completed this period

Task 4 – Design Services During Construction

- No work complete this period.

Project Schedule: Update through 8/30/13

ID	Task Name	Duration	Start	Finish
1	**Project Initiation & Setup**	**27 days**	**Thu 7/25/13**	**Fri 8/30/13**
2	Contract Authorization	0 days	Tue 8/6/13	Tue 8/6/13
3	Kickoff Meeting & Workshop	1 day	Thu 7/25/13	Thu 7/25/13
4	Project Setup & Management Plan	27 days	Thu 7/25/13	Fri 8/30/13
5	**Design**	**195 days**	**Mon 9/2/13**	**Fri 5/30/14**
6	Schematic Design	40 days	Mon 9/2/13	Fri 10/25/13
7	Schematic Design Report (SDR) Submittal	0 days	Fri 10/25/13	Fri 10/25/13
8	SDR PWTF Review	10 days	Mon 10/28/1	Fri 11/8/13
9	SDR Meeting	1 day	Thu 11/7/13	Thu 11/7/13
10	60% Design	56 days	Fri 11/8/13	Fri 1/24/14
11	60% Design Submittal	0 days	Fri 1/24/14	Fri 1/24/14
12	60% PWTF Review	10 days	Mon 1/27/14	Fri 2/7/14
13	60% Design Meeting	1 day	Thu 2/6/14	Thu 2/6/14
14	90% Design	57 days	Fri 2/7/14	Mon 4/28/14
15	90% Design Submittal	0 days	Mon 4/28/14	Mon 4/28/14
16	90% PWTF Review	10 days	Mon 4/28/14	Fri 5/9/14
17	90% Design Meeting	1 day	Thu 5/8/14	Thu 5/8/14
18	Document Fix-Up	15 days	Mon 5/12/14	Fri 5/30/14
19	100% Design Completion	0 days	Fri 5/30/14	Fri 5/30/14
20	**Pre-Selection**	**115 days**	**Thu 9/12/13**	**Thu 2/20/14**
21	Prepare Ozone & Centrifuge RFPs	27 days	Thu 9/12/13	Fri 10/18/13
22	Submit to PWTF	0 days	Fri 10/18/13	Fri 10/18/13
23	PWTF Review	10 days	Mon 10/21/1	Fri 11/1/13
24	Advertise	24 days	Mon 11/4/13	Thu 12/5/13
25	Centrifuge Bench-scale testing	10 days	Mon 11/18/1	Fri 11/29/13
26	Review Bids	10 days	Fri 12/6/13	Thu 12/19/13
27	PJWPB Award/Contract Registration	10 days	Fri 12/20/13	Thu 1/2/14
28	Centrifuge full-scale testing	15 days	Fri 1/31/14	Thu 2/20/14
29	**Permitting**	**43 days**	**Mon 6/2/14**	**Wed 7/30/14**
30	NYSDOH Approval	43 days	Mon 6/2/14	Wed 7/30/14
31	**Bidding and Award**	**44 days**	**Thu 7/31/14**	**Tue 9/30/14**
32	Advertise	24 days	Thu 7/31/14	Tue 9/2/14
33	Review Bids	10 days	Wed 9/3/14	Tue 9/16/14
34	PJWPB Award/Contract Registration	10 days	Wed 9/17/14	Tue 9/30/14
35	**Construction**	**392 days**	**Tue 9/30/14**	**Thu 3/31/16**
36	Notice to Proceed	0 days	Tue 9/30/14	Tue 9/30/14
37	Centrifuge Construction	218 days	Wed 10/1/14	Fri 7/31/15
38	Centrifuge Substantial Completion	0 days	Fri 7/31/15	Fri 7/31/15
39	Ozone Construction	392 days	Wed 10/1/14	Thu 3/31/16
40	Ozone Substantial Completion	0 days	Thu 3/31/16	Thu 3/31/16



Poughkeepsies' WTF Ozone & Centrifuge Upgrade Project

Task | Split | Milestone | Summary | Project Summary | External Tasks | External Milestone | Inactive Task | Inactive Milestone | Inactive Summary | Manual Task | Duration-only | Manual Summary Rollup | Manual Summary | Start-only | Finish-only | Deadline | Progress | Manual Progress