

CITY OF MERRILL
WATER & SEWAGE COMMITTEE
NOTICE – AMENDED AGENDA

RE: Water and Sewage Committee Meeting to be held Wednesday, January 23, 2013 at 5:00 p.m. in the basement conference room of City Hall.

Voting members: Alderperson John Burgener, Alderperson Kandy Peterson, and Alderperson Rob Norton

The following items will be on the agenda:

1. Review & approval of vouchers.

Additional Item: Request from Strand Associates for additional \$8,337.45 in engineering services related to the Manganese Treatment Facility and Well House Improvements Project

2. Consider implementing online payments for utility bills.
3. Operations Report
4. Public Comment.
5. Next meeting.
6. Adjournment.

Amended Agenda by Finance Director Kathy Unertl

Reviewed by John Burgener - Committee Chairperson

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at 536-6561.



Strand Associates, Inc.®

910 West Wingra Drive

Madison, WI 53715

(P) 608-251-4843

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January 16, 2013

Mr. Kim Kriewald
Merrill Water Utility
2401 River Street
Merrill, WI 54452

Re: Manganese Treatment Facility and Well House Improvements Project
Final Engineering Invoice

Dear Kim,

Enclosed with this letter is our final engineering invoice for the Manganese Treatment Facility and Well House Improvements Project. The final invoice exceeds the current estimated engineering fee by \$8,337. This letter provides justification for the additional engineering time needed to complete the project.

At the start of the project, we estimated the number of hours needed to address typical construction administration tasks such as shop drawing review, site visits, and responding to information requests. This was used to develop our estimated fee for construction-phase services. The actual time needed to complete these tasks is impacted by the need to review several versions of shop drawing submittals, the actual construction schedule, and the number of information requests received from the contractor and subcontractors.

Over the course of the project we spent 20 hours more than anticipated on shop drawing review and administrative tasks.

The original construction schedule submitted by the contractor showed completion of the facility and well house work by the end of September 2012. The longer than anticipated delivery times for the filter vessel and motor control center delayed the contractor by several months. This resulted in additional administrative time and four additional site visits. We also made two separate visits for SCADA system checkout when we planned for one.

We spent a total of 4 hours corresponding with the Wisconsin Department of Natural Resources (DNR) regarding the amount of principle forgiveness available to the City as part of the loan program. The City was granted approximately \$40,000 of additional principle forgiveness for the project.

We have tracked the additional time spent on the project and respectfully request that the associated cost be incorporated into a final amendment to the engineering services agreement. A breakdown of the time follows. The costs include time and associated expenses.

Mr. Kim Kriewald
Merrill Water Utility
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<u>Task</u>	<u>Hours Spent</u>	<u>Cost</u>
Additional shop drawing review and administrative time	20	\$ 2,100
Four additional site visits during construction	36	\$ 4,400
One additional site visit for SCADA checkout	12	\$ 1,350
Correspondence with DNR for additional principal forgiveness	4	\$ 500
Total	72	\$8,350

Overall, we are very pleased with the outcome of the project and are confident that the improvement in water quality and improvements to the water supply facilities provide a great benefit to your water system customers. After completion of the final construction change order, the total construction cost for the manganese treatment facility and well house improvements will be within 1 percent of the original bid price.

Thank you for your consideration, and please call me with questions.

Sincerely,

STRAND ASSOCIATES, INC.®



Michael J. Forslund, P.E.



STRAND ASSOCIATES, INC.
 910 West Wingra Drive
 Madison, WI 53715
 (608) 251-4843



Invoice

January 11, 2013
 Project No: 1023.009
 Invoice No: 0095919

Mr. Kim Kriewald
 City of Merrill
 2401 River Street
 Merrill WI 54452

Project: 1023.009 Manganese Treatment Bidding and
 Construction-Related Services

Professional Services: December 1, 2012 through January 4, 2013

Professional Personnel

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
ENGINEER				
	0.75	180.34	135.26	
	0.50	152.24	76.12	
	0.50	126.88	63.44	
	28.00	119.93	3,358.04	
	36.25	84.94	3,079.08	
	4.50	81.38	366.21	
SECRETARY				
	1.00	74.55	74.55	
	71.50		7,152.70	
Total Labor				7,152.70
Expenses				1,184.75

Total this invoice \$8,337.45

Outstanding Invoices as of January 4, 2013

Number	Date	Balance
0095381	12/12/12	3,325.88
Total		3,325.88

Contract Amount 170,100.00

Total Billings to date 178,437.45

TERMS: Payment is due within 30 days of the date on this invoice.