



**TOWN OF MIAMI
Wastewater Advisory Board Meeting
Wastewater Collection System Replacement Project**

THURSDAY, NOVEMBER 19, 2015 AT 4:00 PM
MIAMI TOWN COUNCIL CHAMBERS
500 W SULLIVAN STREET, MIAMI, ARIZONA 85539

Meeting Minutes

I. Call to Order

Meeting was called to order at 4:00 pm by Jay Spehar.

II. Roll Call

PRESENT: Jay Spehar, Jerry Barnes, John Trujillo, Rick Powers

ABSENT: Ray Webb

III. Approval of Minutes

a. Approval of Minutes from the October 22, 2015 Meeting

- Rick Powers noted a correction that is to be made to the minutes. The motion to recommend approval of the payment application for Curtis, Goodwin, Sullivan, Udall & Schwab (CGSUS) was made by Rick Powers and seconded by Jerry Barnes. HILGARTWILSON will update the minutes accordingly.
- Rick Powers motioned to approve the minutes of the October 22, 2015 meeting, subject to the correction noted above. Motion was seconded by Jerry Barnes – All in favor.

IV. New Business

a. **Project Status Update**

Mark Ipson provided an update of the project.

- Phase 2 Update:
 - Phase 2 construction is underway. AMEC (Construction Manager/Resident Project Representative) and Kinkaid (Contractor) have been asked to attend the WWAB meetings to provide updates on the Phase 2 construction as the project progresses.

- The Notice of Award for Phase 2 construction was issued on October 12th, with the Phase 2 funding closing on October 15th. Kinkaid was given the Notice to Proceed on October 26th and the groundbreaking for the Phase 2 construction took place on November 16th. Rick Powers, Joe Heatherly, a representative from the media, and representatives from HILGARTWILSON, AMEC, Kinkaid, and USDA attended the groundbreaking. Kinkaid has until June 22' 2016 for substantial completion, with final completion scheduled in mid-July.
- Contractor pay applications will cover costs through the first Friday of each month and will be submitted to AMEC by the second Monday. AMEC will review and coordinate any changes with Kinkaid, then send the pay application to HILGARTWILSON on the third Monday. The pay application will then be forwarded to the Town for review by the WWAB and approval by the Town Council. USDA will then review and approve. Discussions have been held with USDA to determine ways to expedite the pay applications and USDA will accept the pay application approvals electronically, with hard copies to follow.
- The general alignment for the Phase 2 sewer was summarized. The Mackey Camp area includes replacement of manholes and may also include some sewer main replacement where the line is found to be in poor condition. Most of the remainder of the Phase 2 project will involve open trench installation, although cured in place pipe (CIPP) will be used in portions of Bloody Tanks Wash and Sykes Alley.
- Jameson Owen, a project manager with Kinkaid, summarized the construction activities to date. Kinkaid has uncovered the manholes in the Mackey Camp area, cleaned and videoed the sewer line in Mackey Camp and provided the video to AMEC for analysis. Kinkaid will start sewer installation at the east end of Town next Monday and will progress from east to west. Once AMEC has identified the necessary repairs to the sewer mains in Mackey Camp, Kinkaid will work on those repairs and proceed to install the sewer main in Canyon Avenue.
- Jay Spehar asked why Kinkaid was starting at the west end of Town instead of the Mackey Camp area, leaving the Town vulnerable to infiltration from upcoming rainstorms. Mark Ipson noted that work has begun in the Mackey Camp area. Manholes have been delivered to the site and the sewer main cleaning and video inspection has been completed. AMEC is now analyzing the video to identify the required improvements for the pipeline in Mackey Camp and will direct Kinkaid as to what portions need to be repaired and/or replaced. Discussion was held regarding sewer pictures showing sags in the Mackey Camp line. It was noted that the video inspection identified some sags, areas of pipe deflection possibly due to poor backfill, dimples within the pipeline, and a few joints that were separated.
- Kinkaid indicated they planned to finish the repair work at the west end of Town once they receive direction regarding the pipe replacement from AMEC. The existing pipe is 8-inch PVC, but the schedule of the pipe is unknown. Kinkaid sent the video and pictures to their supplier to see if they can determine the schedule of pipe that was installed.
- Additional discussion was held regarding the amount of pipe that was sagging and needs to be replaced. AMEC is currently evaluating the video and has not yet made their full recommendations. Jay Spehar re-emphasized that the greatest concern is the Mackey Camp area and that Mackey Camp needs to remain an urgent priority for the team.

- AMEC identified preliminary recommendations for the Mackey Camp area, and HILGARTWILSON has reviewed AMEC's report and has asked them to revisit some of their recommendations to confirm which sags are significant enough to require repair. It was noted that the line only serves 16 homes. AMEC discussed the video observations. The camera operator only noted where each sag starts and ends. Several sags are within areas where the pipe is at a 1% slope, and those sags can be left as-is. Other portions of the pipe with sags are flatter and will require replacement.
- Discussion was also held regarding the original video from a few years ago, and why AMEC hadn't identified the sags previously. Jerry Barnes stated that he felt the cost of any re-design in the Mackey Camp area shouldn't have to be paid for by the Town if AMEC didn't catch the issues from the first video. Jerry also noted that AMEC should review the video from the original inspection. Debra McGrew with AMEC stated that since she is new to the project, she does not know what the original video showed. Based on her engineering judgement when viewing the latest video, however, she has identified sags and noted which ones AMEC believes will be acceptable and which should be repaired.
- Jerry noted again that when AMEC originally analyzed the line, the Town wanted to make sure that the manholes were replaced and that the portions of the line that were broken were also replaced at the same time. AMEC's previous recommendation was to replace the manholes and re-evaluate the line, with an understanding that they didn't anticipate the line would need to be replaced. AMEC will review both the old and the new videos.
- With the approaching storms and wet season, a question was asked by the WWAB as to how long it will take to analyze the sewer main in Mackey's Camp. Joe Heatherly commented that the concerns about the weather and infiltration are appreciated, and that at the same time, it is important for the Town to not rush into something with the only thought of saving money right now, as doing so could result in larger breaks and greater overall costs impacting the Town in the future. Joe suggested that the project team ensure the improvements are done right, and that they are done expeditiously. Joe also noted that Kinkaid has done a good job of alerting the Town and AMEC as to where the problems have been in the line.
- Most infiltration is in the manholes at Mackey Camp. There is separation between the top and bottom of the manholes in this area, and a couple of the manholes have large rocks in them. Kinkaid will move forward with installing manholes in areas where there are no problems with the adjacent pipe, and AMEC will direct Kinkaid as to those other areas where the pipe has separated.
- Rosemary Castaneda commented that Town Council is concerned about the sewer line in Mackey Camp functioning well now, but breaking in five or ten years from now, when the Town does not have USDA funding for the repairs. She would like to see options presented for how to proceed – and what the cost would be for each option.
- AMEC reiterated that they will compare the old videos to the new ones and identify sags where the pipe is half full. In these areas, the pipe itself is okay, and if the pipe is at a 1% slope, no replacement will be necessary. For areas along the pipeline where it was installed at a shallower slope, AMEC will identify the amount of pipe that will need to be replaced. AMEC will also note locations of cracks, joints that are pulled apart, pipe segments where rock is protruding into the pipe, and other pipe segments that must be replaced.

- John Trujillo asked Kinkaid about any extra costs that may result from replacing the manholes now and going back later to replace the pipe once recommendations are provided by AMEC. Kinkaid noted that the original contract only includes manhole replacement and that any line repair would be an additional cost. If Kinkaid was to install the manholes now and go back later to replace or repair other portions of the line, added costs may include those for another mobilization, possible bypass pumping, and other associated costs. Mark Ipson noted that there is a \$30,000 allowance in the bid for minor pipe repairs and/or replacement in the Mackey Camp area. Jay Spehar stated that he would like Kinkaid to install the manholes now and replace the other portions of the line following AMEC's evaluation. Jay also noted that once the creek starts running, the contractor may not be able to get back into the creek to complete the work until spring. Further discussion was held regarding how to proceed with the manhole replacement now and the pipe replacement later. Discussion was also held about the necessity of bypass pumping and the possibility of plugging the upstream manhole as minor repairs are made to short sections of the Mackey Camp pipeline.
- The WWAB and project team agreed to proceed with having Kinkaid install the manholes now per their existing schedule and budget. AMEC will send Kinkaid a list of manholes that can be replaced without replacement of adjacent pipe, and will also send another list of the manholes to be replaced, which have an adjacent sewer main repair that needs to be made. Kinkaid will provide costs for the replacement of those short portions of the line near manholes, as needed. At the same time, AMEC will analyze the remaining pipeline improvements needed in the Mackey Camp area. Kinkaid will start replacing manholes on Monday.
- Mark Ipson stated that discussion was held with Kinkaid and AMEC earlier in the day regarding the possibility of having AMEC take a look ahead along the proposed alignment a month before construction in a given area is set to begin, to identify and resolve any potential conflicts with utilities installed in the past year.
- The WWAB asked for a construction schedule to be provided to the WWAB members each month so they can see the progress of construction and relate it back to the pay applications submitted by Kinkaid.
- A budget update summary was provided to the WWAB. No WIFA pay requests are included in the current pay applications since all pay applications cover Phase 2 work.
- Dale Metz will be returning to the Town for a few months this winter and will be assisting the Town once again with the Phase 3-5 easements.

b. Payment Applications

- Kinkaid Civil Construction's (Kinkaid) pay application in the amount of \$177,650.00 for Phase 2 construction services was reviewed. The full amount will be paid by USDA. Joe Heatherly stated the Town has reviewed the pay application. Jerry Barnes noted that the pay application requests payment for half of the construction staking, bypass pumping, and traffic control costs, and that he wondered why the costs were so high given that construction has only recently begun. Kinkaid responded that they had discussed with AMEC how the large lump sum items should be handled and it was agreed that a 50% payment be made up front for these three line items. Additional discussion was held regarding the fact that per

USDA's direction, the contract does not include a line item for mobilization. The costs incurred to date for traffic control and construction staking were also discussed. It was noted that the requested payment helps cover up-front costs incurred by Kinkaid for mobilization, shop drawing submittals, etc. A motion was made by Rick Powers to recommend to Council the approval of Kinkaid's pay application in the amount of \$177,650.00 subject to funding agency concurrence. John Trujillo seconded the motion. All in favor.

- Curtis, Goodwin, Sullivan, Udall & Schwab's (CGSUS) pay application in the amount of \$1,987.11 for legal services was reviewed. The full amount will be paid by USDA. Joe Heatherly noted that some of the costs shown are associated with negotiations with Tri-City. Motion was made by Jerry Barnes to recommend to Council the approval of the CGSUS pay application, subject to funding agency concurrence, with the caveat that the WWAB has not been updated on the work related to Tri-City. Rick Powers seconded the motion. All in favor.
- Stifel, Nicolaus & Company, Inc.'s (Stifel) pay application in the amount of \$60,000.00 for financial consultation services related to the USDA Phase 2 funding closing. The full amount will be paid by USDA. It was noted that this is for Mark Reader's work and is per his agreement with the Town. The agreement is attached to the pay application for reference, and USDA had previously noted it agreed to the payment conditions. Joe Heatherly stated that he reviewed the documents and the pay application matches the amount shown on the agreement. Additional discussion was held regarding the agreement. Motion was made by John Trujillo to recommend to Council the approval of the Stifel pay application, subject to funding agency concurrence. Jerry Barnes seconded the motion. All in favor.
- Greenberg Traurig, LLP's pay application in the amount of \$25,598.94 for legal services related to the USDA Phase 2 funding closing. The full amount will be paid by USDA. It was noted that the agreement for this work was established with Mike Cafiso in in 2013, and said agreement is attached to the pay application. Motion was made by Jerry Barnes to recommend to Council the approval of the Greenberg Traurig pay application, subject to funding agency concurrence. John Trujillo seconded the motion. All in favor.
- Town of Miami's pay application in the amount of \$672,500.00 for the second partial repayment of the WIFA loan. The full amount will be paid by USDA. The WIFA loan amounts and repayment amounts were discussed. Motion was made by Rick Powers to recommend to Council the approval of the Town of Miami pay application, subject to funding agency concurrence. John Trujillo seconded the motion. All in favor.

c. Public Comment on the operation, financing, and construction of the sewer project

- No public comment.

V. Adjournment:

- Rick Powers motioned to adjourn the meeting. Second by Jerry Barnes. All in favor. The meeting was adjourned at 5:17 pm.