



Memorandum

date: August 02, 2021

to: **Heart of the Valley Metropolitan Sewerage District**
Dave Casper, Commission President
Commissioners
Brian Helminger, District Director (file copy)
Kevin Skogman, Director of Operations and Maintenance

cc: (none)

from: **Strategic Municipal Services, Inc.**
Scott M. Schramm, PE, PLS
David Schlichting, PE

re: **ACTIVITY SUMMARY - STEP 1 - PRE DESIGN**
Improve Interceptor System
Heart of the Valley Metropolitan Sewerage District
Outagamie County, Wisconsin

Summary

- A. Activity Summary - Pre Design
- B. Next Steps

A. Activity Summary

1. Agencies

- a. **Ahlstrom Munksjö**
 - 1) review bypass route alternatives
- b. **Army Corps (ACoE)**
 - 1) ongoing communications (Chicago, Detroit and St. Paul Districts)
- c. **Fox River Navigation System Authority (FRNSA)**
 - 1) review bypass route alternatives
 - 2) ongoing communications, coordination and permit preparations with leadership staff
- d. **Kaukauna Utilities (KU)** n / a
- e. **Union Pacific (UP)** n / a
- f. **wisDNR**
 - 1) environmental staff
 - a) ongoing communications and coordination regarding permit submittals



2. **Communities**
 - a. ongoing communications coordinated with District Staff
 - b. prepare for and participate in **2nd quarter** community meeting
 - c. coordination through working meeting and field reviews

3. **Contractor Team**
 - a. prepare for Working Meeting no. 3 schedules / sequencing / logistics 08/05
 - b. ongoing communications with individual disciplines --

4. **Field / System Review**
 - a. review and summarize system TV and report documentation

5. **Wastewater Flows and Bypass Pumping**
 - a. review bypass routes and communicate with agencies and Contractor Team

6. **Public Relations**
 - a. prepare for and facilitate working meeting with the **District** and **Leonard and Fincko (LF)**.
 - b. share project references and summarize the CIP
 - c. review LF summary descriptions and provide supporting comments

7. **Public Finance** n / a
8. **Contract Documents** (preliminary)
 - a. perform **water / sediment depth** (hydrographic) **survey** in **Fox River** and **Little Chute** canal related to marine access conditions
 - b. prepare preliminary **Plan Drawings** for the respective Work Areas and bypass routes

B. Next Steps

1. Contractor Team Working Meetings
 - a. no. **3** 08 / 05

2. District Interim Working Meetings
 - a. staff t b d
 - b. Commission t b d

3. Field Observations - structures and interceptor (no ladders) t b d

We welcome the opportunity to further discuss these items at your convenience.

enc: as noted