



Memorandum

date: August 02, 2022

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 2 - DESIGN**
Interceptor System Rehabilitation
Heart of the Valley Metropolitan Sewerage District
Outagamie County, Wisconsin

Summary

- A. Pre-Design
- B. Design / Contract Documents
- C. Amended Services
- D. Next Steps

A. Pre-Design

- 1. **Field / System Review**
 - a. manhole / interceptor structures - document conditions

1) Kimberly trunk sewer (mh 60 - 68)	100 % complete
2) marine access dependent (7, 7A, 8)	complete

B. Design / Contract Documents

1. **Agencies** (ongoing communications, coordination and submittal preparation)
 - a. Ahlstrom Munksjö
 - 1) Plant Engineer
 - 2) Wood / Rail Yard Superintendent
 - 3) review references related to
 - a) site utilities
 - b) interceptor easements and land ownership
 - 4) review bypass route alternatives
 - 5) review construction site access
 - 6) review railroad access and operations
 - b. Army Corps (ACoE) (Chicago, Detroit and St. Paul Districts)
 - 1) ongoing communications, coordination and permit preparations
 - 2) submit plan drawing and work scope references
 - 3) organize references and prepare for Chapter 30, ACoE 404, ACoE 408 and Land OutGrant permit applications
 - c. Fox River Navigation System Authority (FRNSA)
 - 1) ongoing communications, coordination and permit preparations with leadership staff
 - d. Kaukauna Utilities (KU)
 - 1) proposed temporary electric service improvements at meter station 3 (Sanitorium), manhole 16 (Vandenberg) and meter station 10 (Wisconsin) for bypass pumping. coordinate purchase order for District with KU
 - 2) review sites and proposed transformer locations with HOVMSD and KU representatives
 - 3) prepare proposed construction easement from ms 5S to Elm Street
 - e. Canadian National / Union Pacific (CN / UP)
 - 1) ongoing communications regarding proposed construction improvements and access
 - f. Watco / Wisconsin Southern (W / wiSRR / Foxie)
 - 1) ongoing communications regarding proposed construction improvements and bypass route (mh 32A, ms 1 and mh 60 - 68)
 - g. Warehouse Specialties, Inc. (Prospect, Combined Locks sanitary easement)
 - 1) ongoing communications regarding proposed construction improvements and access mh 32A, ms 1 and mh 60 - 68
 - 2) temporary limited construction easement (TLE)

- h. wisDNR
 - 1) environmental staff (sediment / hazmat)
 - 2) Chapter 30
 - a) coordinate river sediment lab testing and technical review with Jim Killian related to nr347 "pre-screening"
 - b) wisDNR confirmed the low level of PCB and metals tests do not require additional special construction or disposal activities. the project is exempt from further nr347 requirements.
 - 3) Chapter 31
 - 4) ongoing communications, coordination and permit preparations regarding permit submittals
- 2. **Communications**
 - a. prepare for, communicate with and advise District staff
- 3. **Communities**
 - a. ongoing communications coordinated with District Staff
 - b. Memorandum of Understanding (MoU)
 - 1) prepare template and community example
 - 2) summarize key bullet point topics for the respective communities
 - 3) prepare drafts for the respective communities
 - c. request and review Community utility maps and references
 - d. share working drawing markups for the respective Work areas
 - e. Combined Locks
 - 1) review bypass pumping routes and alternatives with Public Works staff
 - f. Darboy Sanitary District
 - g. Kaukauna
 - h. Kimberly
 - i. Little Chute
 - 1) review bypass pumping routes and alternatives with Public Works staff
 - 2) review zoning and customer counts within trunk sewer service areas to estimate flow splits related to bypass pumping (Prospect / ms1 area)
- 4. **Contractor Team**
 - a. review capital improvement plan (CIP), unit prices and schedules / sequencing
 - b. ongoing communications with individual disciplines

5. Wastewater Flows and Bypass Pumping

- a. estimate bypass pump and forcemain equipment sizes related to power requirements and land / marine routes
- b. review operational costs (diesel vs electric) and alternative to install additional temporary electric service drops

6. Public Relations

- a. ongoing communications
- b. public communication (Little Chute - Vandenberg and Kaukauna - Fox River residents)
 - 1) prepare resident address lists for invitational mailing
 - 2) prepare invitations for the two (2) public meetings

7. Public Finance

n / a

8. Budget / Capital Improvement Plan

- a. ongoing detailed review of the Capital Improvement Plan (CIP) / budget as coordinated with the Contract Documents

9. Contract Documents

- a. topographic survey and base maps for work areas
- b. prepare preliminary **Plan Drawings** for the respective Work Areas and bypass routes
- c. prepare **Specification** sections that generally include
 - 1) division 00 Contract Documents
 - 2) division 01 General
 - 3) division 02 Site
 - 4) division 03 Concrete
 - 5) division 09 coating systems
 - 6) division 16 electrical and I / C

C. Amended Services

1. Cured In Place Pipe Liner (CIPP)

- a. review and summarize system TV and report documentation (GLTS 2007, 08, 09, 2016, 18, 19, 20) related to previous construction
- b. Visu Sewer (Visu)
 - 1) prepare for, support and observe Visu clean and televise the lower part of the "areas in question" (Fox River manholes 7 to 7A to 8) (July)

2. geotechnical investigation

- a. coordinate geotechnical site work with Soils Engineering Services, Inc. (SES), Watco (Foxie), Ahlstrom, the member communities and CN.

- b. field layout the proposed boring locations
 - 3. **Kaukauna pump station MIC (meter station 6)**
 - a. review City references related to pump station infrastructure.
 - b. communicate with City Public Works staff.

 - c. observe and document structure and equipment conditions (pump station and wet well) with Sewer Utility staff
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D. Next Steps

- 1. Community Memoranda of Understanding (MoU)
 - a. complete and distribute drafts of MoU with the respective parties
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We welcome the opportunity to further discuss these items at your convenience.

enc: as noted

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