



Memorandum

date: October 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
 - b. meter stations
 - c. work area sits

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 bypass routes
 - 4) review construction site access
 - 5) review railroad access and operations
 - b. Army Corps (ACoE) (Chicago, Detroit and St. Paul Districts)
 - 1) ongoing communications, coordination and permit preparations
 - 2) 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) coordinate 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) 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, mh 39-54 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
 - 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
 - 4) share the Kaukauna review documents with the District for their distribution
- 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. Kimberly
 - 1) review bypass pumping routes and alternatives with Public Works staff
- g. Little Chute
 - 1) ongoing communications and coordination related to Work sites

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

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 **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
 - 7) outline Agreement timeframes / requirements for the Work areas related to substantial and final completion

C. **Amended Services**

- 1. **Cured In Place Pipe Liner (CIPP)** completed previously
- 2. **geotechnical investigation**
 - a. coordinate geotechnical site work with Soils Engineering Services, Inc. (SES), Watco (Foxie), Ahlstrom, Warehouse Specialties (WSI), the member communities and CN.
 - b. perform subsurface explorations (borings and rock corings) at the respective sites
 - c. prepare soil boring logs and related documentation
 - d. design shoreline access pile bulkhead wall systems
- 3. **Kaukauna pump station MIC (meter station 6)**
 - a. review site and structure observations and conditions

D. **Next Steps**

- 1. Community Memoranda of Understanding (MoU)
 - a. complete and distribute drafts of MoU with the respective parties

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

enc: as noted