



Memorandum

date: April 02, 2023

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

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|---|----------|
| A. Pre-Design | complete |
| <ul style="list-style-type: none">1. Agencies2. Communities3. Contractor Team4. Field / System Review5. Wastewater Flows and Bypass Pumping6. Public Finance7. Contract Documents (preliminary) | |
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B. Design / Contract Documents

1. Agencies (ongoing communications, coordination and submittal preparation)

- a. Ahlstrom Munksjö
 - 1) ongoing communications, coordination and permit preparations
- 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) ongoing coordination regarding installing electric service at other bypass sites in advance of construction
 - 2) review sites and proposed transformer locations with KU
- e. Canadian National / Union Pacific (CN / UP)
 - 1) ongoing communications regarding proposed construction improvements and access (Ahlstrom woodyard site - ms 5N)
- f. Watco / Wisconsin Southern (W / wiSRR / Foxie)
 - 1) ongoing communications regarding proposed construction improvements and bypass route (mh 29 - 32C, ms 1, mh 39 - 56 and mh 60B - 68)
- g. Kampo Warehouse (ms 4/7)
 - 1) ongoing communications regarding proposed construction improvements and bypass route (mh 39 - 56)
- h. Warehouse Specialties, Inc. (Prospect, Combined Locks sanitary easement)
 - 1) ongoing communications regarding proposed construction improvements and access mh 29 - 32C, ms 1 and mh 60B - 68
 - 2) temporary limited construction easement (TLE)
- i. wisDNR
 - 1) environmental staff (sediment / hazmat) complete
 - 2) Chapter 30
 - 3) Chapter 31
 - 4) NR 151 / 216
 - 5) ongoing communications, coordination and permit preparations regarding permit submittals
 - 6) wastewater staff

2. Communications

- a. prepare for, communicate with and advise District staff



3. **Communities**
 - a. ongoing communications coordinated with District Staff
 - b. ongoing communications and coordination related to Work sites
 - c. Memorandum of Understanding (MoU)
 - d. Kaukauna
 - 1) incorporate ms 6 pump station wetwell rehabilitation into Bid Documents
 - e. 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. review bypass routes and communicate with agencies and Contractor Team
6. **Public Relations**
7. **Public Finance**
 - a. ongoing communications with wisDNR Staff
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 complete
 - 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) technical references
 - d. perform **Quality Reviews** of the Bidding Documents
10. **Public Bidding Process**
 - a. Encourage Contractors (general and subcontractor disciplines) to submit prequalification statements. Distribute summary memoranda and prequalification statement forms.
 - b. Publish an article through *Western Builder Magazine* encouraging Contractors to submit prequalification statements.
 - c. Review Contractor prequalification statements as a condition of receiving Bidding Documents and submitting a public bid.

C. Amended Services

1. **Cured In Place Pipe Liner (CIPP)** complete
2. **geotechnical investigation**
 - a. design shoreline access pile bulkhead wall systems at marine access sites (2)
3. **Kaukauna pump station MIC (meter station 6)**
 - a. incorporate work items into the Bidding Documents
4. **Bidding Documents**
 - a. Wastewater Flows and Bypass Pumping
 - 1) review operational costs (diesel vs electric) and alternative to install additional temporary electric service drops
 - 2) advise the District
 - b. Amend the Plan Drawings and Specifications to incorporate additional Work items at
 - 1) the "old" meter stations (ms1, 2, 3, 5N and 6) that generally include 1) automated ventilation system operation and 2) replacing building exterior doors.
 - 2) meter station 9 (ms9) that generally include
 - a) replacing level sensing equipment
 - b) replacing old local control panels
 - c) installing rated junction boxes, disconnect panels and local control panels
 - d) improving instrumentation controls (I/C) for the wetwell pumps (2) and bar screen operation

D. Next Steps

1. District Interim Working Meetings
 - a. Commission - regular April 11
 - b. staff (Bidding Documents) t b d
2. Community Memoranda of Understanding (MoU)
3. complete the technical review of the Capital Improvement Plan (CIP) / budget
4. Public Bidding (begin) 1st quarter 2023

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

enc: as noted