

Memorandum

date: December 02, 2025

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

cc: (none)

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

re: **ACTIVITY SUMMARY - STEP 4 - CONSTRUCTION**
Interceptor System Rehabilitation
Heart of the Valley Metropolitan Sewerage District
Outagamie County, Wisconsin

Summary

- A. Administration
- B. Public Finance
- C. Staking and Reference Markers
- D. Site Observation
- E. Documentation
- F. Upcoming Next Steps

A. Administration

1. Communication

- a. Prepare for and communicate with the District, member communities and private parties
- b. Prepare for and communicate with Visu Sewer Inc. (Visu).
- c. Prepare for, guide and participate in **progress meeting and communications.**

2. Public Relations

- a. Review ongoing communications between the respective parties.
- b. Prepare and share progress meeting references with Leonard Finco.

3. Coordination

- a. Prepare for and communicate with member communities and private parties where work will occur in fourth (4th) quarter.
 - 1) Combined Locks
 - 2) FRNSA
 - 3) Kaukauna
 - 4) Kimberly
 - 5) Little Chute

Heesakker, Island and Doyle Parks

4. Contract Administration

- a. Review and process Contractor Application for Payment 18.

5. Submittals

- a. Review and process Contractor submittals.

B. Public Finance

- 1. Clean Water Fund (CWF)
 - a. Support the District prepare and transmit disbursement requests.

C. Staking and Reference Markers (n / a)

D. Site Observation

- 1. Document construction conditions at work sites
 - a. Fox River Navigational System Authority
 - b. Heesakker, Doyle and Island Parks, Sanitorium Road, and Vandenberg Lane
 - c. Riverside Park, library guard lock
 - d. bypass wastewater sites including Island Park, Heesakker Park and Thilmany staging areas
- 2. Observe and document construction progress
 - a. phase 1
 - 1) structures
 - a) internal rehabilitation ms 6, mh5
 - b. phase 2 (n / a)
 - c. phase 3
 - 1) structures
 - a) internal rehabilitation mh19, 20, 21, 21A, 22, 23

- d. phase 4
 - 1) structures
 - a) internal rehabilitation mh60A, 29
- e. phase 5
 - 1) structures
 - b) bypass wastewater
 - c) internal rehabilitation mh49, 50, 51, 52, 53, 54, 55, 56
- f. meter stations
 - 1) startup operations tests for ms9 mechanical and ms1, 2, 3, 4/7, 5S, 5N, 6 and 9 ventilation equipment and instrumentation
- g. observe and review existing preconstruction, pre-line and post line field conditions and documentation
 - 1) CIPP - phase 3 mh 18 - 19, 19 - 20, 20 - 21, 21 - 21A, 21A - 22, 22 - 23, 23 - 24, 24 - 25, 26 - ms2, ms2 - 26A, 17 - ms3, ms3 - 17A
- h. observe and review existing preconstruction, pressure grout seal I/I, initial pre-clean, post dry abrasive blast, post leveling surface and prime and epoxy coating field conditions and documentation
 - 1) structures - rehabilitation

E. Documentation

- 1. document observed construction conditions on record drawing markups (asbuilts)
- 2. document summary tables for abbreviated CMOM sub-chapter

F. Upcoming Next Steps - Focus

- 1. final payment quantities and construction closeout
- 2. construction documentation
- 3. punchlist closure
- 4. phase 5 construction (Combined Locks / Darboy Sanitary District)
 - a. rehabilitate structures - rail corridor

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

enc: as noted

summary	through November 30	
phase	1	Ahlstrom (east)
	2	Fox River
	3	Little Chute
	4	Kimberly
	5	Rail Corridor

description (by project Work items)

public notices / coordination complete

general

access / staging

turf restoration (grass seeded, not caught)
Doyle Park
Heesakker Park
Island Park
Riverside Park
Thilmany

bypass wastewater

decommission
phase 1 complete
phase 2 complete
phase 3
phase 4

phase 5
pump equipment removed November
bypass pipe - winterized

interceptor	23 of 23	13,180	100%
phase 1 work complete	4 sections	2,100	
phase 2 work complete	7 sections	5,700	
phase 3	8 sections	5,080	
phase 4 work complete	4 sections	300	

structures	60 of 69	90%
phase 1 high build epoxy (10)	10 structure	100 %
phase 2 high build epoxy (11)	11 structure	100 %
phase 3 high build epoxy (13) modify structures (2)	15 structure 13 structure 2 structure	100 %
phase 4 high build epoxy (17)	17 structure 17 structure	100%
phase 5 high build epoxy (7) maintenance (9)	16 structure 7 structure 0 structure	40%