

WATER BOARD OF TRUSTEES
Regular Meeting
August 13, 2018
4:00 PM
Location: 1208 South 7th St.

Agenda

1. Approve Agenda.
2. Approve minutes of the July 9, 2018 regular meeting.
3. Approve invoices and Financial Statements.
4. Customer Forum.
5. Consideration and discussion of pay application #2 from Dave Schmitt Construction Company, Inc. for South D water main replacement.
6. Consideration and discussion of Change Order #1 from Maguire Iron, Inc. for the water tower painting project.
7. Consideration and discussion of Permit Form for Water Main Construction for Marje Addition – Plat 5.
8. Discussion of wastewater operations.
9. General Manager's update.
10. Updates from members of the Board of Trustees.
11. Adjourn.

INFORMATION CONCERNING AGENDA ITEMS:

Agenda Item #

Chair – Please read this statement to the audience.

“This is the item reserved to receive comments from the community, our customers, for concerns whether or not they are included in the current agenda. The community is encouraged to come and speak before the Water Board of Trustees and asked to keep statements brief. Any questions are to be asked of the Water Department staff and Board of Trustee members prior to speaking to the full Board of Trustees so concerns may be properly researched and answered away from the meeting. Comments are to be directed to the Board of Trustees only.”

There are no items at the time the agenda was prepared.

Agenda Item #5

In your packets you will find information that has been provided through Garden & Associates for Pay Application #2 from Dave Schmitt Construction for the South D Street project. The City Council considered this application at their meeting held August 6th. The water main work is Division 2 for this project when you are looking at the information. As this is an Iowa DOT bid project, there is only a 3% retainage allowed. On this application there is a cumulative total of \$179,345.95 worth of work that has been completed and verified by Garden & Associates. The retainage holds back \$5,380.38, leaving \$173,965.57. Pay application #1 in July paid down \$144,596.50, that leaves \$29,369.08 due and owing on this application. I recommend approving the application as submitted.

	Div. 1 Part.	Div. 1 Non-Part.	Div. 2 Non-Part.	Div. 3 Non-Part.	Total	
Total Completed to Date =	\$535,243.19	\$7,606.75	\$179,345.95	\$16,373.60	\$738,569.49	25.99%
Amount Retained (@3%, \$30,000 Max.) =	\$16,057.30	\$228.20	\$5,380.38	\$491.21	\$22,157.08	
Total Completed Less Retainage =	\$519,185.89	\$7,378.55	\$173,965.57	\$15,882.39	\$716,412.41	
Less Previous Payments to Contractor =	\$157,740.25	\$0.00	\$144,596.50	\$2,003.05	\$304,339.80	
Amount Due Contractor this Application =	\$361,445.64	\$7,378.55	\$29,369.08	\$13,879.34	\$412,072.61	

Agenda Item #6

Garden & Associates have provided Change Order #1 from Maguire Iron, Inc. for the Elevated Storage Tanks Preparation & Painting Project. The Change Order is in the amount of \$51,800. There was an email sent out June 25th detailing the extra work that needed to be completed on the north tower. This will be more than the amount allowed for contingency by the Board when the contract was approved. This extra work will also mean that our CIP budget will need to be amended accordingly. The information will be in the agenda packet. It is staff recommendation to approve this Change Order.

Agenda Item #7

This is a continuation of earlier discussions but also the culmination of that work. The Iowa DNR has approved a construction permit for the work previously discussed. There is a set of plans that will be attached to the packet as well as a hard copy for review at the meeting. This is all to conform to OMWD Code Section 3.3

...“A "Permit Form for Water main Construction" must be submitted by the subdivider/developer to the Water Superintendent, along with plans for the said water main extension prepared by a professional engineer and certifying that the said plans meet all the current regulations of the Iowa Department of Natural Resources and these Rules and Regulations of the O.M.W.D." **The permit must be approved by the Water Board.** “... It is staff recommendation to approve the Permit Form for Water Main Construction.

Agenda Item #8

Collection system operations:

This last month staff have looked at sewer complaints at 605 North 3rd, a backup on M Avenue West, and North Market where the main needed jetted. They investigated a sewer complaint on North E Street where there is a privately owned sewer manhole. They performed 30, 60, 90 day jetting out in the system while also performing maintenance work on the jetter hoses. They talked with and met different reps to look at different nozzles to try and reduce the occurrence of blowing debris back into laterals while jetting mainlines. They also were able to see demonstrations on 2 new jetter trucks in preparation for next year's CIP purchase. Staff met with Garden staff to locate sewer force mains and help determine locations for Phase 3 sewer work. They televised North 9th for KLC Construction as well as Terrace Drive for Phase 2 work, South Market across from City Hall for work on the Musco building, on South D Street in multiple locations for Dave Schmitt Construction, North L Street between A Avenue West and B Avenue West in preparation for inspection of a possible cross connection, and 9th Avenue East for an Oskaloosa Foods sewer issue. They helped the Fire Department knock down a couple walls at a house that had burned, cleaned up debris and brought in dirt to level out at area by the bowling alley that was excavated for investigative purposes, changed out lids on sanitary manholes that had storm sewer lids on them as identified in the Garden I&I study, met with a contractor to look at a pit in the fairgrounds that needs removed and cleaned up after a bypass on the rec trail by the north plant. Jetco was down to install new antennas on a couple lift stations to allow for better communications. Matt and Chad met with Akhilesh and Sean at Public Works to review CIP work for storm and sanitary for upcoming years while staff also met to review preliminary plans for several upcoming developments around town. We had a local contractor come in and jet and televise behind homes on North Park for Phase 3 sewer work that our equipment is unable to access. We had part of the driveway for the Armory lift station replaced with concrete due to constant erosion of the gravel. Work continues of Phase 2 with lining and spot repair of mains as well as replacement of some manholes and structural lining of others. On South D, the sanitary sewer is installed from 6th Avenue West to 2nd Avenue West. That is the end of the north-south run for this project. The only remaining work is to install east-west through the intersection of High and D. That will be the end of the sanitary work.

Plant operations:

The grit tank that is trailer mounted at the south plant was replaced with a new unit. The old one had failed and was leaking. We had Jetco down several times for various issues; we needed the PLCs at the north plant reprogrammed, a battery backup also at the north plant failed and needed replaced, and replacing a phase monitor and adjusting pump run time alarms. The plants and all

lift stations were mowed and sprayed for weeds. There was work done to the upper EQ basin on the rip-rap close to the entrance. There was work done on one of the sludge pumps at the south plant that keeps clogging and overheating. The in-plant sewer pump at the south plant failed and staff worked with different vendors to find a replacement. The generator at the north plant was serviced by Ziegler Caterpillar and the backflow preventers in the digester at the south plant were replaced after failing. This was noted in Fox Engineering's report for Short Term Improvements. We will have final copies of that report soon should you want to review them. Work continues to replace the valve on the upper EQ basin that failed and needs replaced. Contact was made with Clow to obtain the necessary valve. Staff met with the DNR to review Discharge Monitoring Reports from the north plant to determine how best to calculate plant flows when we are recirculating water for the trickling filter. The bar rake that had failed at the south plant came in and staff were able to get it replaced and functioning properly again. They also worked on the bar rake at the north plant. The pump on the Ag Gator that is used to apply bio-solids in the fall was taken to Stutsman's in Hills for repair work. It has been reinstalled and staff are working to find parts to ensure that this unit is ready for fall application. Staff also replaced a solenoid on the primary pump at the south plant and performed maintenance on some of the vehicles. With different storms moving through last month staff worked to ensure that the plants were set up to take the extra flow. They replaced a rotating assembly in a pump in the return activated sludge building and also worked on the air compressor in the sludge building. In order for the backflow preventers to be replaced, staff worked to find and replace the curb stop on the potable water supply line for the digester building.

Storm sewer operations;

Staff investigated different storm sewer complaints around town with the different storms that moved through. They had weeds that were blocking an intake on 15th Avenue East and South 2nd, looked at a culvert at 906 South 1st (this area will need to be ditched and have some additional work), and there were intakes blocked on North C and D Avenue West that were cleaned up. They met with Akhilesh and Sean about a complaint at 210 North A and investigated another complaint at South B and 8th Avenue West. There was an intake grate that is blowing off during heavy rain events that they strapped down to help keep in place in a back yard on North 3rd. Staff also worked with the County to jet some storm culverts and piping on South F/Lincoln Avenue and televised storm sewer across from City Hall also for the Musco office project that is ongoing. The work on South D Street is completed to 2nd Avenue West on the storm at this time.

Agenda Item #9

Distribution system operations;

There were two water main breaks this last month. There was a crack on the 10" main on Lincoln Avenue between 220th and 230th streets. That is the first leak we have had on that main in over 10 years. This is an important main as it is one of the transmission mains from the plant to town. The other leak was a crack on the 4" main on North Park after it splits from South Park. This area has seen quite a few leaks over the last 5-6 years and we may need to look at putting this in our CIP plans at some point in the near future. Staff had to rebuild the valve and old

tapping sleeve at the intersection of 2nd Avenue West and South B Street as a result of the water main work on South D Street. There have been other water main breaks on South D but they are directly related to the work that the contractor is doing to install storm and sanitary sewer infrastructure and will be handled with the installation of new water main. Staff have replaced the fire hydrant on the William Penn University campus. The old one wouldn't open all the way and the new one is done in Penn colors. The hydrant across from Taco John's has been hit 3 or 4 times and staff finally decided to move it farther north and get it out of the radius of turning semi traffic. That one has been installed as well. There was a hydrant replaced on South F between 21st Avenue West and 263rd Street. The old one at this location had flooded the basement of the house at the T-intersection of South F and 263rd and needed to be moved. A new hydrant was installed on the 6" main in front of the old Titan Machinery to allow for better fire protection for the industrial park area. The north water tower is painted and also has the William Penn logo as well as Oskaloosa on it. William Penn University entered into a separate contract with Maguire Iron for their logo. There were issues with the sheet metal plugs not fitting so the painting subcontractor opted to just caulk the holes closed. When Maguire reps showed up to perform a final walk-through this was noticed and we were asked if we wanted to leave these as-is or if we wanted them replaced as noted in Change Order #1. Garden was instructed to make sure that these were replaced as noted in the change order and that the caulking job would not be sufficient. Once the proper modifications are made we can have this unit disinfected and then sample for bacterial analysis. After we have confirmation that we have passed all necessary testing we can put this unit back in service. There remains several piles of spent shotblast material that needs to be cleaned up as well as ground restoration. I spoke with a local contractor who is working with Maguire to complete this work. After we know that the north tower is back in operation the contractors can return and start to work on the south tower. The contractor who is installing water main on South D has the main in use from 6th Avenue West to 2nd Avenue West. They have installed to the north side of the intersection of High and D and should be done with water main installation in the near future. The design calls for installation to the south side of the intersection of North D and A Avenue, so less than 1 block remaining. With the new housing project on B Avenue West and OMWD already working with Garden to design a CIP project for North L and A Avenue West, we had Garden perform a quick design so that we could get water in to the new complex. Staff have reviewed the plans and we are making plans to obtain the DNR permit and necessary materials so that we can get this installed. We should have that work completed before the 1st of October. The City has plans in place to send out bids for some of the necessary street and storm sewer work. As long as we are done before October 1st we will not be in conflict with whoever will be doing the City work.

Plant operations;

The well field dried out and staff were able to get the wells that were just rehabbed up and running. With the fire at B & B Bedding we pumped between 500,000 and 600,000 gallons extra to town on the day of the fire. We kept continually checking the tower levels after the operator had left for the day to ensure that we had enough capacity with only one tower available. Our July pumpage was the lowest it has been in 12 years of keeping track of those numbers. We ended up pumping 34,537,000 gallons in July. That is 6,000,000 less than last year. On average

last year for July we would have pumped around 1.3 Million Gallons per Day (MGD). This year the average was 1.1 MGD. The plant continues to operate well, with only minimal issues.

Office operations;

There were around 85 service disconnects this month. Down from last month's number but still higher than we would like to see. The advertisement for the upcoming office position was posted in mid-July and in just over 2 weeks we received over 130 applications. Those were reduced to 10 for telephone interviews and further reduced to 6 for in-person interviews which will begin the week of the 13th. We plan to have an offer extended by the end of that week with a start date of approximately September 4th. Doug Hunt has finished up with in-office portion of the audit and plans to attend the Board of Trustees September meeting to present his findings. The October Board of Trustees meeting is currently scheduled for October 8th at 4:00. That is the same date at the Conference Cross Country meet in Norwalk. As it is my daughter's senior year, I would like to look at rescheduling the meeting date. I will be attending the AWWA Annual Conference the following 2 days. Would it work to hold the meeting on the 15th at 4:00?

Agenda Item #10

This is an item for members of the Board to provide updates or request future agenda items.



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

July 23, 2018

Akhilesh Pal, P.E.
Public Works Director
City of Oskaloosa Public Works
804 South D Street
Oskaloosa, IA 52577

Re: D Street Reconstruction Project
IDOT No. STP-U-5780--70-62
G&A #5216190

Dear Akhilesh:

Enclosed herewith are four (4) copies of Application for Partial Payment No. 2 for Dave Schmitt Construction Co., Inc. for the referenced project. Please review and if everything is in order, present it to the City Council for approval. If approved, have the Mayor sign all four copies and send one to the Contractor along with payment in the amount of \$412,072.61 (\$382,703.53 from Public Works and \$29,369.08 from the Water Department), return two copies to our office and keep the other for your file.

Also enclosed is one (1) copy of IDOT Form 517050 – Claim for Reimbursement of Project Costs for costs associated with this application.

If you have any questions, please don't hesitate to contact me.

Sincerely,
GARDEN & ASSOCIATES, LTD.

Robert A. Nielsen, P.E.

RAN/ng

APPLICATION FOR PARTIAL PAYMENT NO. 2

Project: D Street Reconstruction: PCC Pavement - Grade & Replace
Owner: City Of Oskaloosa
Contractor: Dave Schmitt Construction Co., Inc.
Address: 250 50th Avenue S.W.
Cedar Rapids, Iowa 52404
Date: July 20, 2018

IDOT Project No: STP-U-5780(615)--70-62

Payment Period: June 16, 2018 to July 18, 2018

1. Contract Summary

Original Contract Price:	\$2,920,902.14
Net Change by Change Order:	<u>-\$79,352.25</u>
Contract Amount to Date:	\$2,841,549.89

Contract Working Day Report

Notice to Proceed: May 7, 2018

Original Contract Time:	135
Added by Change Order:	1.5
Contract time to Date:	<u>136.5</u>
Working Days to Date:	<u>33</u>
Working Days Remaining:	103.5

2. Work Summary

Total Work Performed to Date:	\$738,569.49
Retainage: 3% (maximum \$30,000)	\$22,157.08
Total Less Retainage:	\$716,412.41
Total Previous Payments:	<u>\$304,339.80</u>
TOTAL AMOUNT DUE THIS APPLICATION:	\$412,072.61

3. Contractor's Certification

The undersigned CONTRACTOR certifies that:

All previous progress payments received from Owner on account of Work under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for title to all material and equipment incorporated in said Work or otherwise listed in or covered by this application for Payment are free and clear of all liens, claims, security interests and encumbrances.

Dave Schmitt Construction Co., Inc.

CONTRACTOR

By: 

Date: 7-23-18

4. Engineers Approval

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Garden & Associates, Ltd.

ENGINEER

By: 

Date: 7/23/18

5. Owner's Approval

City of Oskaloosa, Iowa

Owner

By: _____

Date: _____



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

July 13, 2018

Chad Coon, General Manager
Oskaloosa Municipal Water Department
1208 S. 7th Street
Oskaloosa, IA 52577

Re: Elevated Storage Tanks Preparation & Painting Project
Oskaloosa Municipal Water Department
Oskaloosa, Iowa
G&A 4017117

Dear Chad:

Enclosed herewith are 3 copies of Change Order No. 1 which increases the project cost for the North Tower by \$51,800.00 for the additional work of brush painting pitted areas, caulking roof seam, caulk and plug holes in roof, and installation of #4 mesh screen around the perimeter of the roof.

Contact me with any questions. After execution of the Change Order, send one copy to Maguire Iron, keep one copy for your file, and return one copy to Garden & Associates.

Sincerely,
GARDEN & ASSOCIATES, LTD.

Jack Pope, P.E.

Enclosures: Change Order No. 1 (3 copies)

JP/lm

ENGINEERS AND SURVEYORS

OSKALOOSA, IOWA

CRESTON, IOWA

Date of Issuance: 7-11-2018	Effective Date: 7-11-2018
Owner: Oskaloosa Municipal Water Department	Owner's Contract No.:
Contractor: Maguire Iron, Inc.	Contractor's Project No.:
Engineer: Garden & Associates, Ltd.	Engineer's Project No.: 4017117
Project: Division 1 – North Tank – Prep & Paint	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description: Caulk Exterior Roof Seams - \$9,400
 Provide & Caulk Sheet Metal Plugs (110) - \$9,200
 Install #4 Mesh and secure with Self-Tapping Screws Perimeter at roof line - \$13,400
 Brush Roll Pitted areas of shell, belly, riser, and roof brackets - \$19,800

Attachments: *[List documents supporting change]*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>182,300.00</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ <u>0.00</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ <u>182,300.00</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] of this Change Order: \$ <u>51,800</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>234,100</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u>Paul Cooper</u> Engineer (if required)	By: _____ Owner (Authorized Signature)	By: <u>Michael J. Johnson</u> Contractor (Authorized Signature)
Title: <u>PROJECT ENGINEER</u>	Title: _____	Title: _____
Date: <u>7-11-2018</u>	Date: _____	Date: <u>7-12-18</u>

Approved by Funding Agency (if applicable)

By: _____ Date: _____
 Title: _____