



MEMORANDUM

DATE: July 7, 2014
TO: George Kathios
FROM: David Press, David Peterson
SUBJECT: Kittery Infrastructure Improvements & Sewer Extension Projects
Progress Report for the period 5/26/14 through 6/29/2014
KLF Project: 20140119, 20140175

This Memorandum serves as a status report of work completed in June and work anticipated to be completed in July for the Kittery Infrastructure Improvements Project and the Sewer Extension Project. We suggest you share it with the Town Manager, Town Council, and others.

GENERAL UPDATES

- The Kittery Wastewater Infrastructure Improvements project (wastewater treatment facility and pump station improvements) was advertised for bids on May 15, 2014. The bid opening date was moved from June 18, 2014 to June 25, 2014 to allow additional time for bidders to prepare their bids. Bids were opened on June 25, 2014 at 2:00 pm at the Town Hall. Four bids were received, ranging from \$3,530,500 from Penta Corporation to \$3,990,677 from Waterline Industries Corp.
- A pre-bid conference for the wastewater treatment facility and pump station project was held on Wednesday, June 4, 2014, at 9:00 am at the Kittery Water Pollution Control Facility. Eleven prospective bidders, including subcontractors attended.

SEWER INFRASTRUCTURE IMPROVEMENTS

CONSTRUCTION SERVICES

Note that there are two subprojects under this improvement project: 1) upgrades to two of the Town's 21 pump stations - Pump Station Nos. 6 and 8, and 2) upgrades to the wastewater treatment facility and upgrades to the Town's other 19 pumping stations.

The following work was completed during the period ending June 29, 2014:

- A. Pump Station 6 & 8 Construction
- General coordination with the contractor.
 - Processed the Contractor's Pay Requisition No. 3 for work completed in May 2014
 - Reviewed the Contractor's payroll affidavits for May 2014
 - Submitted a draft reimbursement requisition to DEP for review

MEMORANDUM

- Made a site visit on June 11 to observe construction work completed to date
 - Reviewed the factory test data submitted by the Contractor for the new sewage pumps
 - Reviewed the Contractor's change order proposal for installing a new flow meter at Pump Station No. 7
 - Met with DEP on site on June 25, 2014 to review the project
- B. Water Pollution Control Facility and Pump Station Construction
- Received questions from prospective bidders
 - Prepared addenda in response to the prospective bidders questions
 - Conducted a pre-bid conference on June 4, 2014 at the treatment plant
 - Attended the bid opening held on June 25, 2014
 - Reviewed and evaluated the bids the Town received on June 25, 2014
 - Checked the low bidder's (Penta Corp.) references
 - Prepared a letter to the Town recommending the contract be awarded to Penta Corp.

During July 2014, the following activities are anticipated:

- A. Pump Station 6 & 8 Construction
- General coordination with the contractor.
 - Respond to the contractor's RFI's
 - Contractor plans to take delivery and install the new sewage pumps
 - Conduct site visit(s) to review contractor's work and progress
 - Review and process the contractor's June pay requisition
- B. Water Pollution Control Facility and Pump Station Construction
- Meet with the Town Manager to review our recommendation to award
 - Submit an approval-to-award request to DEP with all required bidding documentation.
 - Prepare the contract for the Town Manager and Penta Corp. to execute following DEP's approval to award
 - Conduct a pre-construction conference with Penta Corp.
 - Review the Contractor's initial shop drawing submittals

SEWER EXTENSIONS PROJECT

The following work was completed during the period ending June 29, 2014:

- Contacted land owners to further discussions about obtaining sewer easements.
 - A draft temporary construction easement was sent to Ms. Dennett for review.
 - Letters requesting a meeting to discuss easements for the Patten Place pump station (Ms. Clark, Mr. Rochester) and the business park pump station (Mr. Seward, Mr. Sheehan) were mailed.
- It was determined that Patten Place is a private road and Mr. Rochester was not amenable to a sewer easement. As a result, the Town decided not to sewer this street, which necessitated finding a new location for the pump station. Kleinfelder identified two (2)

MEMORANDUM

possible alternative locations including (i) the end of Manson Road, and (ii) within the Dana Avenue mobile home park.

- Kleinfelder was informed by Mr. Sheehan that his company (GAM LLC) was selling their property with a tentative closing date of July 14. As a result, further progress on negotiating an easement at this location was put on hold until the new land owner can be contacted. GAM LLC will provide the new owner information after closing.
- The Environmental Report was submitted to MEDEP's SRF program. Kleinfelder and MEDEP discussed comments.
- Submitted 90% drawings to Central Maine Power for their review and input.
- Civil drawings remain at 90% development pending finalization of the new pumping station location.
- Electrical design and drawings have not been started. This will happen once the pump station locations are finalized.
- Continued to draft the contract specifications.

During July 2014, the following activities are anticipated:

- Identify new land owner taking over the medical building (GAM LLC) property and begin discussions to acquire an easement.
- Continue to pursue temporary and permanent easements at other locations.
- Discuss future roadway access to the business park with the Kittery Planning Department.
- It is our understanding a gas utility may be interested in installing a main underneath I-95. Kleinfelder and the Town will consider what the gas utility's plans are. However, the design will continue assuming the force main will be the only pipeline crossing I-95.
- Submit permit request to MaineDOT for the sewer crossing underneath I-95.
- Follow up with Central Maine Power to solicit input into design.
- Evaluate alternate pump station locations to replace the Patten Place location.
- Continue to revise the Environmental Report required by the SRF program, and submit to SRF when complete.
- Begin electrical design
- Develop initial quantities to produce a draft cost estimate.
- Develop draft cost estimate.