



REGULAR MEETING OF THE
GREATER NEW HAVEN WATER POLLUTION CONTROL AUTHORITY
BOARD OF DIRECTORS
WEDNESDAY, JULY 13, 2022 6:00 P.M.
260 EAST STREET
NEW HAVEN, CONNECTICUT

AGENDA

1. Approval of minutes of June 8, 2022 – Regular Meeting.
2. Public participation relating to agenda items.
3. Cancellation of August 10, 2022 Regular Meeting.
4. Consideration and approval of a resolution to amend the Authority's Employee Savings Plan.
5. Consideration and approval of a resolution authorizing the Executive Director, Sidney J. Holbrook, to negotiate, execute and deliver an agreement with L. Holzner Construction, Inc. for the renovation of certain existing Woodbridge Pump Stations in Woodbridge, Connecticut, in an amount not to exceed \$844,800.
6. Consideration and approval of a resolution authorizing the Executive Director, Sidney J. Holbrook, to negotiate, execute and deliver a task order with Weston & Sampson Engineers, Inc. for construction administration and resident project representative services relating to improvements to the Woodbridge Pumping Station located at 66 Ansonia Road in Woodbridge, Connecticut, for an aggregate amount not to exceed \$77,000.00.
7. Consideration and approval of a resolution approving a change order to increase the not-to-exceed amount of the agreement with Insituform Technologies, LLC for sanitary sewer piping rehabilitation relating to the Collection System Assessment and CIPP Lining Rehabilitation Project by \$450,000, for a revised not-to-exceed amount of \$3,169,453.

8. Executive summary and department updates and presentations.
9. Consideration and approval, as necessary, of any other new business of the Authority.
10. Call to the public.
11. Adjournment.

GNHWPCA EMPLOYEE SAVINGS PLAN

LOAN POLICY

Pursuant to the terms of GNHWPCA Employee Savings Plan (the "Plan"), the Plan Administrator has adopted a participant loan program as part of such Plan and Trust. All loans granted or renewed on or after the 8th day of June, 2022 will be made in accordance with the provisions specified in the Plan and under this Loan Policy. The Plan intends this loan program to comply with all applicable requirements of the Internal Revenue Code and the Department of Labor. Violating the terms of this Policy may cause a loan to be treated as a taxable distribution from the Plan.

Administration of Program.

GNHWPCA (the "Loan Administrator") is responsible for the administration of this loan program. All loan requests and other inquiries should be delivered to:

GNHWPCA,
345 East Shore Parkway
New Haven, CT 06512
(203) 466-5265

Application Procedure.

The Loan Administrator will make loan applications available to any individual who has a vested interest under the Plan. An eligible individual, as defined within this Policy, may apply for a loan by returning a paper loan application.

Loan applications will be processed as soon as administratively feasible following receipt of the completed loan application.

The Loan Administrator will review the loan application for completeness. Incomplete applications will be returned and must be resubmitted for consideration. All loan applicants must meet the requirements of this Policy for consideration and approval. If the loan applicant fails to meet the requirements of this Policy and receives a loan disbursement, the loan will be treated as a "deemed distribution" and reported as taxable to the IRS.

Basis for Approvals.

Loans are available to all actively employed participants.

Loans will be available without regard to any individual's race, color, religion, sex, age, or national origin.

Each application is reviewed on a nondiscriminatory basis. However, its approval will depend on the applicant's creditworthiness.

In addition, if a participant submits a loan application at a time when a decision concerning a domestic relations order is pending or the Plan Administrator is on notice that divorce is in progress, the loan request will be placed on hold until the order is finalized or the determination period expires.

Once the loan is approved, a Promissory Note will be generated and issued to the applicant. The applicant must sign the Promissory Note to acknowledge and document receipt of the loan disbursement from the Plan and to affirm such applicant's obligation to make the required repayments.

Spousal Consent.

If a married participant submits a loan application, no spousal consent is required.

Terms of the Loan.

Subject to the limitations on the amount of any loan, a participant may request a loan for any purpose.

Loan Amounts.

The Loan Administrator will determine the available loan amount at the time the loan request is approved. The maximum amount of any loan is the lesser of 50% of the participant's vested interest minus any existing loan balance, or \$50,000 reduced by the participant's highest outstanding loan balance in the previous twelve months even if all or a portion of this amount has been repaid.

To calculate the maximum loan amount, the participant's vested interest in all plans established or maintained by the employer or a related employer of the employer will be considered. Notwithstanding, the Plan limits the minimum amount of any loan to \$1,000.

An individual may have no more than one loan outstanding at any one time. Refinancing of an existing loan is not permitted.

Sources for a Loan - Accounts and Investment Options.

The Loan Administrator will select the accounts and investment fund or funds from which the amount necessary to grant the loan will be taken in a nondiscriminatory manner. However, the loan will not be taken from any insurance policies.

Loans may be taken from all vested participant accounts.

The loan will be transferred to a segregated account. During the term of the loan, this segregated account will be maintained, and each scheduled principal and interest repayment will be made to this segregated account, until the entire loan is paid in full. This segregated account will not share in any gains or losses credited to the Plan that do not directly relate to the loan.

Interest Rate and Fees.

Interest will be charged on each loan. From time to time, the Loan Administrator will review the interest rate charged for loans, with the intention of providing the Plan with a return commensurate with the interest rates that a commercial lender would charge for loans made under similar circumstances. The interest rate for a loan will take into account the creditworthiness of the participant and the terms of the loan.

The interest rate on the loan will be the prime rate as used by the Wall Street Journal adjusted by 1 percentage point(s). The prime rate will be determined on the date the loan is distributed.

Once the interest rate is determined, the amount of the loan will be amortized according to the selected repayment terms. Each repayment will include both principal and interest until the loan is no longer outstanding in the Plan.

To cover the added administrative costs associated with processing and maintaining a loan under the Plan, the participant will be charged a \$25.00 loan processing fee. Fees are deducted from the account(s) from which the loan is taken.

Security for a Loan.

All loans must be adequately secured with at least 50% of the participant's vested account balance in the Plan. The security interest will be determined and measured at the time the loan is granted. The participant must secure each loan with an irrevocable pledge and assignment of at least 50% of such participant's vested account balance under the Plan.

Repayment Terms.

With limited exceptions, the Internal Revenue Code requires a loan to be repaid through level installment payments at least quarterly, over a period not to exceed 5 years.

Under this Loan Policy, a loan is required to be repaid within 5 years, starting from the payment date outlined in the Promissory Note.

However, if the loan application is for a residential loan and the Loan Administrator confirms that there is sufficient documentation that the entire proceeds of the loan will be used to acquire a dwelling unit that will be used as the participant's principal residence, within a reasonable time, then this residential loan must be repaid within 30 years of the original date of the loan.

A principal residence is a house, apartment, condominium, or mobile home (not used on a transient basis) established and used as the participant's principal dwelling unit.

Loans are to be repaid based on substantially level amortization over the term of the loan with payments made each pay period.

Loan payments will be made through payroll deduction, and by cashier's check or money order.

Early Payoff.

The participant may elect, in writing to the Loan Administrator, to pay off an entire outstanding loan balance in full prior to its due date or to accelerate loan payments, by making one or more scheduled payments early.

Leave of Absence or Suspension Period.

Loan payments may be suspended for up to one year if the participant is on an approved leave of absence from the employer either without pay or with a pay rate that will not cover the scheduled installment payments. When the participant's leave has ended, the participant may request that the missed payments be reamortized over the remaining term of the loan or be added to the final payment. The loan must be repaid according to its original repayment term.

Repayment upon Termination.**Repayment upon Termination.**

When the participant no longer works for the employer sponsoring the Plan, the Plan permits a terminated participant, who has elected to defer receipt of a final distribution, to continue making scheduled installment payments on the participant's outstanding loan. The participant must contact the Plan Administrator for repayment options.

Default and Offset.

A loan is in default when a scheduled installment payment has not been received by the scheduled due date. If the participant fails to arrange for the repayment of the missed payment, in a manner that is reasonably acceptable to the Loan Administrator, the remaining principal and accrued interest on the loan will be declared due and payable. The missed payment must be received by the end of the "cure period". The end of the cure period will be the last day of the calendar quarter following the calendar quarter in which the scheduled installment payment was due. After this date, the Loan Administrator will notify the participant in writing that the loan is in default.

The outstanding loan (including accrued interest) will become taxable and treated as a "deemed distribution". A deemed distribution means the entire outstanding loan balance is immediately due and the Loan Administrator will report and process the outstanding loan amount as a taxable distribution from the Plan. The defaulted loan (outstanding principal plus accrued interest thru the date the loan was deemed distributed) will be reported as taxable income on IRS Form 1099-R. It will be subject to federal and state income taxes, and a 10% additional

tax on early distributions if the default occurs before age 59-1/2. This amount will not be eligible for rollover to another employer plan or IRA.

The participant is still under an obligation to the Plan to repay the loan. Therefore, the Promissory Note will remain outstanding and interest will continue to accrue. This outstanding loan obligation will be offset against the participant's vested account balance when the participant requests a distribution of their account balance.

Employer:

Trustee(s):

Gabriel Varca – Finance Director

Gabriel Varca Date

Date: _____

Louis Criscuolo Date

Sidney Holbrook Date

**RESOLUTION OF
THE BOARD OF DIRECTORS
OF
GREATER NEW HAVEN WATER POLLUTION CONTROL AUTHORITY**

Whereas, the Employer has the power to amend the Plan.

On June 10, 2022 the following resolution to amend the GNHWPCA Employee Savings Plan were duly adopted by unanimous consent in lieu of a meeting of the Board of Directors of Greater New Haven Water Pollution Control Authority and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED, that effective June 10, 2022, Dominic DiGangi is hereby removed as a trustee of the GNHWPCA Employee Savings Plan, and that the proper Officers of the Employer shall act to notify Dominic DiGangi of his removal;

RESOLVED, that effective June 10, 2022, Sidney Holbrook is hereby appointed as a trustee of the GNHWPCA Employee Savings Plan, and that the proper Officers of the Employer shall act to notify Sidney Holbrook of his appointment.

Secretary

Date

Appointment and Acceptance of Trustee

Pursuant to a resolution of the Board of Directors of North Jersey Nephrology Associates, P.A., Pat Audia, M.D. is hereby appointed as a Trustee of the North Jersey Nephrology 401(k) Plan, effective February 18, 2021.

Secretary

Date

Acceptance

I, Pat Audia, M.D., hereby accept the appointment to act as a trustee of the North Jersey Nephrology 401(k) Plan, effective February 18, 2021 and agree to be bound by the terms of the North Jersey Nephrology 401(k) Trust dated February 18, 2021.

Trustee's Signature

Date

Appointment and Acceptance of Trustee

Pursuant to a resolution of the Board of Directors of Greater New Haven Water Pollution Control Authority, Sidney Holbrook, is hereby appointed as a Trustee of the GNHWPCA Employee Savings Plan, effective June 10, 2022.

Secretary

Date

Acceptance

I, Sidney Holbrook, hereby accept the appointment to act as a trustee of the GNHWPCA Employee Savings Plan, effective June 10, 2022 and agree to be bound by the terms of the GNHWPCA Employee Savings Trust Agreement, dated June 20, 2006.

Sidney Holbrook, Trustee Signature

Date

Removal of Trustee

Pursuant to a resolution of the Board of Directors of Greater New Haven Water Pollution Control Authority, Dominic DiGangi is hereby removed as Trustee of the GNHWPCA Employee Savings Plan, effective June 10, 2022.

Secretary

Date



MEMORANDUM

DATE: July 1, 2022

TO: Sidney J. Holbrook

FROM: Thomas Sgroi, PE
Director of Engineering

RE: Contract Award Recommendation
Project No. SSF 2021-01
Woodbridge Pump Station Rehabilitations
L. Holzner Construction, Inc.

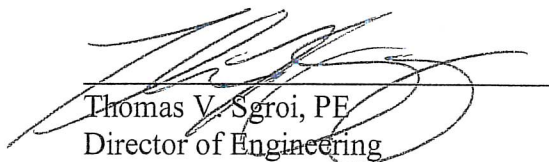
Sid:

I request that the above-mentioned recommendation be added to the July 13th, 2022 Board Agenda for resolution.

This project involves total renovation of the existing Woodbridge Pump Stations in Woodbridge, CT. The station work involves replacement of the existing wetwell/drywell arrangement with a duplex submersible pump station including upgraded wetwell, new pumps, electrical system, generator, and valve chamber with bypass pump connections.

The project bids were opened on 6/29/22 and the lowest responsible bidder was L. Holzer Construction, Inc., Bridgeport, CT. I recommend approval of the low bidder, **L. Holzner Construction, Inc.** in the amount shown on the attached bid list summary of **\$768,000** plus a 10% contingency (\$76,800) for a total amount of **\$844,800**.

This project budgeted from the Authority's FY 2021-22 Capital Projects Dedicated Infrastructure Renewal Funds.


Thomas V. Sgroi, PE
Director of Engineering

cc: Gabe Varca (e-copy)
Gary Zrelak (e-copy)
Lou Criscuolo (e-copy)
Isabella Schroeder (e-copy)

[illegible]



MEMORANDUM

DATE: June 29, 2022

TO: Sidney J. Holbrook

FROM: Thomas Sgroi, PE
Director of Engineering

RE: Task Order Recommendation
SSF 2021-01 Woodbridge Pump Station Rehabilitation
Construction Administration and Resident Engineering Services

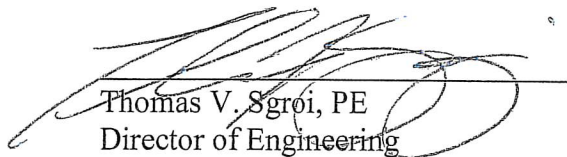
Sid:

I request that the above-mentioned recommendation be added to the July 13, 2022 Board Agenda for resolution.

This request includes costs for Construction Administration and Resident Engineering / Inspection for the Rehabilitation of the Woodbridge Pump Station. Weston and Sampson, the designer of the project, will complete this work in accordance with the proposal date July 28, 2022. This request also includes a scope change during the design of the project.

I recommend approval of a Weston and Sampson Task Order in the amount of **\$ 70,000 for a total** plus a 10% contingency **\$ 7,000** for a total amount not to exceed **\$ 77,000**.

The project is budgeted 100% from the Authority's Approved Capital Funds.



Thomas V. Sgroi, PE
Director of Engineering

ecopy: Gabe Varca
Lou Criscuolo
Gary Zrelak
Isabella Schroeder

Greater New Haven Water Pollution Control Authority
Master Services Consultant Agreement

Task Assignment Proposal
Woodbridge Pumping Station Rehabilitation
SSF 2021-01
~~March 1, 2021~~
UPDATED JULY 28, 2022

1.1 PROJECT UNDERSTANDING:

- A. The Greater New Haven WPCA (OWNER) has requested the services of Weston & Sampson Engineers, Inc. (ENGINEER) to assist the OWNER with the design, permitting, bidding and construction administration/resident engineering services for the Woodbridge Pumping Station Rehabilitation Project located at 66 Ansonia Road in Woodbridge.
- B. Based upon the recent discussions with OWNER, ENGINEER understands that the overall project scope includes the design of upgrades to the existing facility consisting of a new precast concrete wetwell to house new submersible pumps and associated equipment and piping, abandonment of the existing steel drypit structure, provision of a new valve chamber with bypass connection, and provision of new electrical service and distribution equipment, new telemetry and controls, and a new standby generator.
- C. ENGINEER shall perform the services described herein in accordance with the guidelines of the document entitled, "Guides for the Design of Wastewater Treatment Works, TR-16," 2011 Edition, published by the New England Interstate Pollution Control Commission.
- D. ENGINEER's design of upgrades will roughly follow the OWNER's recently completed project at Mitchell Drive, utilizing similar configuration, details, and components at the ENGINEER's discretion and judgement.

1.2 SCOPE OF SERVICES:

- A. Field Survey and Base Drawings
 - i. ENGINEER shall prepare base drawings upon which to depict the design of upgrades. The base drawings shall portray and reference the existing A-2 property and easement configurations as shown on the 11/28/2010 Property / Location Survey prepared by Jones Engineering LLC, upon which the ENGINEER shall rely without further verification.
 - ii. ENGINEER shall supplement the base drawing information by conducting field survey and/or field verification of existing site features.
 - 1. Pumping station site plans shall be prepared at 20-scale with a 1-foot contour interval and supplemental spot elevations as appropriate. Plans will depict existing conditions within the PROJECT AREA including utility features and data, street layout and/or property line information, and Assessor's plans and property ownership information for adjacent parcels, if necessary. Items to be depicted shall consist of above-ground evidence of public or private utilities, utility structures, utility poles,

building foundations (with sill elevations), landscaping, driveways, fences, walls, hedges, sidewalks, and readily visible water supply wells. Buried utility pipe sizes will be depicted based upon above-grade observations of visible piping as seen from above-grade examination through manhole or catch basin covers, or as depicted on available utility mapping.

2. Vertical control will be established at the PROJECT AREA. Vertical datum shall be NAVD1988.
- iii. ENGINEER will retain a Connecticut registered soil scientist to field delineate inland wetlands and associated buffer zones that are likely to be affected by the proposed construction. Wetlands delineation flags and buffer zones will be located and shown on the plans to be prepared by ENGINEER.
- iv. Obtain permission (right-of-entry) from property owner (via OWNER) to proceed with field survey and inland wetlands delineation, and upon receipt, commence field survey and wetlands delineation and field locate wetlands boundaries upon and adjacent to the project site.

B. Design Engineering

- i. Preliminary Engineering / Basis of Design:
 1. ENGINEER shall meet with OWNER to discuss and decide upon the basis of design for the planned upgrades. The resulting decisions will be summarized and documented in a design basis memorandum that shall be provided to the OWNER for review and approval prior to commencing final design activities.
- ii. Final Design:
 1. ENGINEER shall design and develop construction documents that consist of construction drawings and technical specifications describing upgrades to the following facility infrastructure and systems:
 - a. Process Mechanical
 - i. Wetwell and Valve Vault
 - ii. Pumping Equipment
 - iii. Discharge Piping & Valves
 - iv. Bypass Piping & Valves
 - b. Electrical:
 - i. Electrical Service to Site
 - ii. Metering and Distribution
 - iii. Motor Controllers & Starters
 - iv. Stand-by Power Generator
 - c. Instrumentation & Controls
 - i. Pump Control Panel
 - ii. System Alarms
 - iii. Telemetry

- d. Site / Civil Features:
 - i. Access / Driveway and Parking
 - ii. Site Security Fencing
 - iii. Site Grading & Drainage
 - iv. Site Landscaping
- 2. ENGINEER shall develop and update the opinion of probable construction cost. (OPCC) for each design stage that is reached and submitted to OWNER for review.
- iii. Throughout the design process, ENGINEER shall:
 - 1. Prepare and submit to OWNER a monthly written project status report including an overview of monthly status and project advancement.
 - 2. Attend Project Meetings via videoconference with OWNER, OWNER's designated representatives, Town agencies, and/or regulatory agencies as may be required to prosecute the work of the PROJECT. ENGINEER shall attend up to FIVE (5) Project Meetings.
 - 3. Coordinate from time to time as needed with OWNER, its designated representatives, and the various regulatory agencies to obtain necessary opinions policy decisions and recommendations for the various portions of the PROJECT as may be required.
- iv. ENGINEER shall refer to current FEMA flood mapping and confer with current resiliency guidelines to assure design of pumping station site improvements provides appropriate level of resiliency against flood impacts. Current goal is to provide protection of 3 feet above the 100-year flood elevation at the site.
- v. ENGINEER shall coordinate with the local Police Department or Resident State Trooper, ConnDOT, Fire Department, and Department of Public Works to discuss requirements for traffic control during construction. ENGINEER shall develop a Maintenance and Protection of Traffic Plan for review and approval by OWNER and ConnDOT.
- vi. ENGINEER shall prepare complete Contract Documents, consisting of construction drawings, technical specifications conforming to Construction Specification Institute (CSI) format (with all materials specified therein to be subject to the prior written approval of OWNER) and bidding forms for one (1) construction project to be publicly bid. It is anticipated that OWNER shall provide OWNER's standard contract documents for Division 0 of the Specifications.
- vii. ENGINEER shall submit to OWNER draft Contract Documents and Opinions of Probable Construction Costs for review and comment at the 60% and 100% design stages. ENGINEER shall provide Contract Documents for each submittal in electronic form acceptable to OWNER and shall provide two (2) sets of hard copy (paper) documents.
- viii. Concurrent with OWNER's review and approval of the 100% design documents, ENGINEER shall conduct in-house technical and quality review, consisting of

constructability and biddability reviews. ENGINEER's technical and quality review shall be completed prior to releasing the Contract Documents for bidding.

C. Permitting

- i. ENGINEER shall assist OWNER by preparing application forms and supporting materials as needed for the various local permits as listed below. OWNER shall directly pay for all permit application fees.
- ii. ENGINEER anticipates and has accounted for filing applications with the following agencies regarding the configuration of upgrades designed for the site:
 1. Woodbridge Inland Wetlands Agency (work near inland wetlands)
 2. Woodbridge Plan and Zoning Commission (flood resiliency)
- iii. It is not anticipated that DEEP approval of the project will be required based on the May 20, 2015 memorandum entitled "Review of Wastewater Infrastructure Plans and Specifications for Locally Funded Projects."
- iv. ENGINEER shall coordinate and review plans with Connecticut Department of Transportation (ConnDOT) for the proposed maintenance and protection of traffic plans for the proposed upgrades.

D. Bidding Services

- i. During the bidding phase of the PROJECT, ENGINEER shall perform the following tasks:
 1. Draft and submit to OWNER for review, approval, and distribution an Invitation to Bid.
 2. Provide up to FIFTEEN (15) hard copies of the Contract Drawings and Technical Specifications and FIVE (5) 1/2-scale sets of the Contract Drawings to the OWNER for use during project bidding.
 3. Provide electronic copies of the final Contract Documents to OWNER for distribution to prospective bidders by OWNER.
 4. Issue additional information to bidders as required during the bidding period, which address bidder's questions through written addenda to the bid documents to be distributed by OWNER.
 5. Assist OWNER in securing and tabulating bids for the construction contract, review and analysis of the bid results, and recommending award of the construction contract.
 6. Conduct a pre-bid conference with potential bidders and other interested parties at the project site.

E. Electrical Service Reconfiguration

- i. ENGINEER shall design upgrades to the site's existing electrical service. The current 208V service shall be updated to 480V to service the upgraded pumping station, and all

pumping and motor starter equipment shall be sized and designed accordingly. Coordinate service modification with United Illuminating and portray the removal of existing pole-mounted transformers and their replacement to provide 480V service. Design all service entrance equipment and distribution system components for the new power configuration.

F. Construction Administration

- i. Project Coordination: Shall consist of a kick-off meeting and pre-construction conference at Authority's office, and up to FIVE (5) on-site monthly project coordination / construction meetings.
- ii. Contractor Supervision: Provide general administration for the Project's construction, consisting of the following:
 1. Expeditiously review, approve, or take other appropriate action with respect to shop drawings and samples and other data submitted by the Contractor. Maintain records and status log information on each submittal.
 2. Issue clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of Contractor's work.
 3. Recommend Change Orders as appropriate and prepare Change Orders if required for the Authority's review and approval.
 4. Review Applications for Payment and the accompanying supporting documentation and prepare recommendations for payment.
 5. Evaluate and determine the acceptability of substitute or "or equal" materials and equipment proposed by Contractor as directed by the Authority.
 6. Conduct inspections to determine if the Work is Substantially Complete and deliver a certificate of Substantial Completion to the Authority and Contractor for execution.
 7. Conduct a final inspection to determine if the completed work of Contractor is acceptable and provide recommendation, in writing, of final payment to Contractor.
 8. Provide one hard copy and one electronic copy of all approved shop drawings, manufacturer's submitted operation and maintenance manuals, warranty documentation, as-built drawings (based on Contractor's redline drawings), and project closeout documentation to the Authority after Final Completion of the project.

G. Resident Project Representative Services

- i. Provide Resident Project Representative (RPR) during the provision of active construction to observe the Contractor's work. RPR services shall consist of participation in monthly construction meetings (see Task E.i above), tracking of Contractor progress, observation of installations, and witness of equipment testing and start-ups. The proposed budget is based on the provision of up to 240 hours of RPR services during the presumed 5-month active construction duration.

1.3 TASK ORDER FEE:

- A. The above-described engineering services will be provided and billed to OWNER monthly as charges accrue, in accordance with the billing terms included in the current on-call agreement.

Task	Description	Fee
Lump Sum Task Order Services:		
A	Field Survey and Base Drawings (Completed)	\$9,800
B	Design Engineering (Completed)	\$36,500
C	Permitting (Completed)	\$8,400
D	Bidding Services (Completed)	\$7,400
E	Electrical Service Reconfiguration	\$6,300
F	Construction Administration	\$28,700
TOTAL LUMP SUM FEE:		\$97,100
Billing Rate Task Order Services:		
G	Resident Project Representative (RPR) Services ^[1]	\$35,000

[1] Based upon 240 hours of RPR services plus expenses. RPR services shall be billed as provided, based on the contract billing rate of \$139 per hour.

TOTAL = \$70,000

1.4 TASK ORDER SCHEDULE:

- A. ENGINEER'S services (excluding bidding and construction period services) shall commence within fourteen (14) days of OWNER'S acceptance of the services and fees indicated herein. The work of Tasks A, B, C, and E shall be completed within One Hundred Fifty (150) calendar days thereafter. The work of Tasks D, F, and G shall commence and be completed commensurate with the project's bidding and construction schedules.
- B. Construction Engineering Services and Resident Representative services are estimated based on a five-month active construction period. Adjustments may be required if construction duration is anticipated to be longer as design document development progresses.

TASK ORDER ACCEPTANCE:

- C. Receipt of an executed Task Assignment Letter from the OWNER signifies mutual acceptance of the proposed Scope of Service, Fee, and Schedule presented in this Task Assignment Proposal. All services will be provided in accordance with the Agreement dated 10/15/2020 between The Greater New Haven Water Pollution Control Authority and Weston & Sampson Engineers, Inc.

Respectfully Submitted,

WESTON & SAMPSON ENGINEERS, INC.

A handwritten signature in blue ink, appearing to read "Ch. B. Wester", is written over a horizontal line.

Christopher B. Wester, PE
Vice President / Regional Manager

June 28, 2022

Date



MEMORANDUM

DATE: June 30, 2022

TO: Sidney J. Holbrook

FROM: Thomas Sgroi, PE
Director of Engineering

RE: Contract Change Order – Evergreen Cemetery Easement Lining
SSR 2021-04 2021 Collection System Assessment & CIPP Lining
Rehabilitation Project

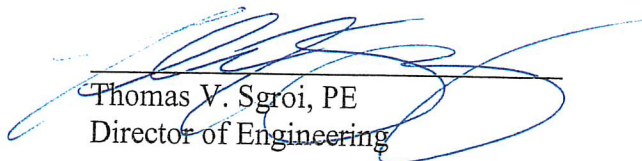
Sid,

I request that the above- mentioned recommendation be added to the July 13, 2022 Board Agenda for resolution.

The purpose of this change order is to perform cured-in-place pipe (CIPP) lining rehabilitation of approximately 2000 feet of circa 1870 20"x30" and 25"x37" Brick Sewers within the Evergreen Cemetery easement. The GNH operations collection crew recently identified the very poor condition of these segments and since we had very good pricing within the Insituform contract, I recommend moving forward with this amendment to facilitate CIPP lining rehabilitation within the Evergreen Cemetery Easement within this contract.

The Board approved the award of this contact to Insituform Technologies, LLC, Chesterfield, MO on October 13, 2021 in the amount of \$2,719,463. This change order will add \$450,000 to a revised not to exceed of amount of \$3,169,453.

This revised project cost is consistent with and budgeted from the Authority's FY 2021-2022 Capital Dedicated Infrastructure Renewal Funds adopted May 12, 2021.



Thomas V. Sgroi, PE
Director of Engineering

ecopy: Gabe Varca
Lou Criscuolo
Gary Zrelak
Ricardo Ceballos