



**REGULAR MEETING OF THE**  
**GREATER NEW HAVEN WATER POLLUTION CONTROL AUTHORITY**  
**BOARD OF DIRECTORS**  
**WEDNESDAY, OCTOBER 12, 2022 6:00 P.M.**  
**260 EAST STREET**  
**NEW HAVEN, CONNECTICUT**

**AGENDA**

1. Approval of minutes of September 14, 2022 – Regular Meeting.
2. Public participation relating to agenda items.
3. Consideration and approval of a resolution amending the resolution approved by the Board on November 10, 2021, appropriating \$26,700,000.00 for engineering, design, and construction of sewer separation improvements to the Yale Campus Trumbull Street area separation phase two and Orchard Street area and authorizing the issuance of \$26,700,000.00 Clean Water Fund obligations of the Authority under the State of Connecticut Clean Water Fund program secured solely by revenues of the sewerage system and authorizing the Authority to enter into grant and loan agreements.
4. Consideration and approval of a resolution authorizing the Executive Director, Sidney J. Holbrook, to negotiate, execute and deliver an agreement with C.J. Fucci Construction for CWF Project 2019-05 Orchard Street Area Sewer Separation Project, for an amount not to exceed \$9,431,024.00.
5. Consideration and approval of a resolution authorizing the Executive Director, Sidney J. Holbrook, to negotiate, execute and deliver a task order with Cardinal Engineering Associates, Inc. for construction contract administration, resident project representative services, material testing and traffic engineering services for the Orchard Street CSO Project, for an aggregate amount not to exceed \$1,898,509.00.

6. Consideration and approval of a resolution authorizing the Executive Director, Sidney J. Holbrook, to negotiate, execute and deliver a task order with DTC for construction services relating to the Yale Campus/Trumbull Street Area Separation Project Phase 2, for an aggregate amount not to exceed \$956,307.00.
7. Executive summary and department updates and presentations.
8. Consideration and approval, as necessary, of any other new business of the Authority.
9. Call to the public.
10. Adjournment.



## MEMORANDUM

DATE: October 4, 2022  
TO: Sidney J. Holbrook  
FROM: Thomas Sgroi, PE  
Director of Engineering  
RE: **Recommendation to execute a CWF Grant/Loan Agreement with the CT DEEP for Sewer Separation Projects**

Sid:

I request that the above-mentioned recommendation be added to the October 12, 2022 Board Agenda to apply for CT DEEP Clean Water Funds.

The Engineering Department requests approval to amend the previous amount of \$ 26,700,000 approved at the November 10, 2021 GNHWPCA Board of Directors Meeting. This amendment is for a Clean Water Fund Grant/Loan obligation under the CT Department of Energy and Environmental Protection Clean Water Fund program for the Design, Construction, and Construction Management for the following two Sewer Separation projects:

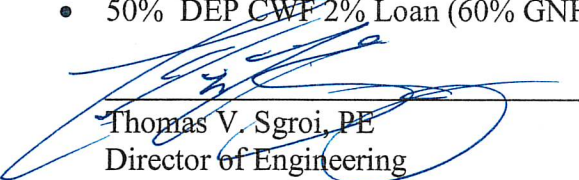
- CWF 2012-04 – Yale Campus Trumbull Street Area Separation Phase 2
- CWF 2019-05 – Orchard Street Area Sewer Separation Project

I recommend approval of an additional **\$ 6,181,371** for a total amount not to exceed **\$ 32,881,371**. This amount reflects actual bid costs which were higher than originally estimated.

These projects are consistent with the goals of the Authority's approved City of New Haven Long Term Control Plan. The application will be submitted to the DEEP Clean Water Fund 50% Grant / 50% loan Program

The project is DEEP Clean Water Fund Eligible as follows:

- 50% DEP CWF Grant
- 50% DEP CWF 2% Loan (60% GNHWPCA Share, 40% City of New Haven Share)

  
Thomas V. Sgroi, PE  
Director of Engineering

cc: Gabe Varca (e-copy)  
Gary Zrelak (e-copy)  
Lou Criscuolo (e-copy)  
Mario Riconzi (e-copy)  
Luigi DiMonaco (e-copy)

RESOLUTION AMENDING A RESOLUTION APPROPRIATING \$26,700,000 FOR ENGINEERING, DESIGN, AND CONSTRUCTION OF SEWER SEPARATION IMPROVEMENTS TO THE YALE CAMPUS TRUMBULL STREET AREA SEPARATION PHASE TWO AND ORCHARD STREET AREA AND AUTHORIZING THE ISSUANCE OF \$26,700,000 CLEAN WATER FUND OBLIGATIONS OF THE AUTHORITY UNDER THE STATE OF CONNECTICUT CLEAN WATER FUND PROGRAM SECURED SOLELY BY REVENUES OF THE SEWERAGE SYSTEM AND AUTHORIZING THE AUTHORITY TO ENTER INTO GRANT AND LOAN AGREEMENTS

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GREATER NEW HAVEN WATER POLLUTION CONTROL AUTHORITY:

Section 1. Section 1 of the resolution entitled "Resolution Appropriating \$26,700,000 For Engineering, Design, And Construction Of Sewer Separation Improvements To The Yale Campus Trumbull Street Area Separation Phase Two And Orchard Street Area And Authorizing The Issuance Of \$26,700,000 Clean Water Fund Obligations Of The Authority Under The State Of Connecticut Clean Water Fund Program Secured Solely By Revenues Of The Sewerage System And Authorizing The Authority To Enter Into Grant And Loan Agreements" approved by the Board of Directors at a meeting held on November 10, 2021 (the "Resolution"), is hereby amended by increasing the amount of the appropriation and bond authorization therein by \$6,181,371 from \$26,700,000 to \$32,881,371, thereby making said Section read as follows:

Section 1. Under and pursuant to the provisions of the Bylaws of the Greater New Haven Water Pollution Control Authority (the "Authority") and all other general or special laws thereto enabling, there be and hereby is approved the appropriation of \$32,881,371 for sewer separation improvement projects, including, but not limited to, the engineering, design, and construction, as applicable, of (i) improvements to the Yale Campus Trumbull Street Area Separation Phase Two, CWF 2012-04, all as more fully set forth in the Yale Campus/Trumbull Street Area Phase Two Sewer Separation Study dated June 30, 2011 as amended March 2, 2012 prepared by URS as the same may be amended from time to time; and (ii) improvements to the Orchard Street Area, CWF 2019-05 all as more fully set forth in the Preliminary Design Report, Orchard Street Sewer Separation Project, CWF 2019-05, dated September 2019 prepared by the Authority's Engineering Department as the same may be amended from time to time, and for engineering, administrative, printing, legal and financing costs related thereto, including but not limited to, trustee fees, credit enhancement and bond funded reserve requirements, as applicable, said appropriation to be inclusive of any and all State and Federal grants-in-aid thereof (collectively, the "Project").

Section 2. The first sentence of Section 2 of the Resolution is hereby amended by replacing the figure \$26,700,000 therein with the revised figure of \$32,881,371, thereby making said sentence read as follows:

Section 2. To meet said appropriation, not exceeding \$32,881,371, interim funding obligations and project loan obligations of the Authority may be issued (hereinafter "Clean Water Fund Obligations") evidencing an obligation to repay any portion of the costs of the Project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-475 et seq. of the Connecticut General Statutes, as the same may be amended from time to time (the "Clean Water Fund Program"). The Executive Director is authorized in the name and on behalf of the Authority to apply for and accept any and all Federal and State loans and/or grants-in-aid of the Project and is further authorized to expend said funds in accordance with the terms hereof and in connection therewith to contract in the name of the Authority with engineers, contractors and others. The Executive Director is hereby authorized to execute and deliver to the State in the name of and on behalf of the Authority Project Loan and Project Grant Agreements under the Clean Water Fund Program. The Authority may issue Clean Water Fund Obligations in one or more series and in such denominations as the Executive Director and the Treasurer shall determine. The Executive Director and the Treasurer are hereby authorized to determine the amount, date, maturity, interest rate, form and other details and particulars of the Clean Water Fund Obligations subject to the provisions of the Clean Water Fund Program, and to execute and deliver the same.

Section 3      The remaining provisions of the Resolution shall be applicable to this resolution as of the date of the adoption of this resolution.

Section 4.      The remaining provisions of the Resolution are hereby ratified and confirmed.

Section 5.      This resolution shall be effective upon its approval by the Board of Directors of the Authority.





## MEMORANDUM

DATE: October 4, 2022

TO: Sidney J. Holbrook

FROM: Thomas Sgroi, PE  
Director of Engineering

RE: Contract Award Recommendation  
**CJ Fucci Construction**  
**Orchard Street Sewer Separation Project, New Haven**

Sid:

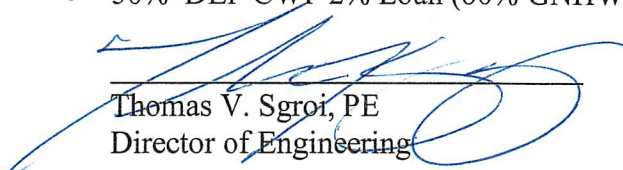
I request that the above-mentioned recommendation be added to the October 12, 2022 Board Meeting Agenda for resolution.

The purpose of this project is to provide a sewer separation project that will reduce combined sewer overflows (CSOs) to the West River through regulator and CSO 005. The Kensington Street Area had storm drainage installed as part of a redevelopment project in the 1970s, but it was re-connected back into the combined system. The current project will carry the Kensington St Area drainage through the St. Raphael Campus (SRC) of Yale New Haven Hospital (YNHH) Area, along Orchard Street to the storm system in The Rev. Martin Luther King Jr. (MLK) Boulevard which was constructed in the mid-1980s. The project will include approximately 1,700 lineal feet of 48" and 54" storm interceptor piping and related catch basins and piping. The project will result in the functional separation of over 40 acres of urban environment. The contract duration is estimated to be 700 calendar days.

Contingent upon DEEP approval, I recommend approval of the low bidder, C.J. Fucci Construction, in the amount shown on the attached bid list summary **\$8,573,658** plus a 10% contingency **\$857,365** for a total amount of **\$9,431,024**.

The project is 100% DEEP Clean Water Fund (CWF) Eligible as follows:

- 50% DEP CWF Grant
- 50% DEP CWF 2% Loan (60% GNHWPCA Share, 40% City of New Haven Share)

  
Thomas V. Sgroi, PE  
Director of Engineering

cc: Gabe Varca (e-copy)  
Gary Zrelak (e-copy)  
Lou Criscuolo (e-copy)  
Mario Ricozzi (e-copy)  
Luigi DiMonaco (e-copy)

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# CONSTRUCTION NOTIFICATION WORK IN YOUR NEIGHBORHOOD



## PROJECT CWF 2019-05: ORCHARD STREET AREA SEWER SEPARATION

PROJECT AREA: NEW HAVEN - WARD 23

### PROJECT OVERVIEW

As part of the implementation of the City of New Haven Long Term Control Plan, storm drains in the Kensington Street area, constructed in 1972, will be extended south along Orchard Street to connect to piping in The Rev. Dr. Martin Luther King Jr. Boulevard. Protection of the existing sewers will be done with cured in place pipe lining. This project is being coordinated with improvements being constructed at the St. Raphael Campus of Yale New Haven Hospital and utility relocations to minimize disruption to the neighborhoods.

### BENEFITS

- The Project will serve to separate over 40 acres of urban landscape thus reducing CSO events to the West River from Regulator 005.

### IMPACTS

- Daytime construction is anticipated with lane reductions and roadway closures.
- Signs will be erected to maintain safety of residents and workers.
- Traffic will be guided by police and/or flagman as per City/State requirements.

### TIMING AND COORDINATION

**Construction Start:** Spring 2023

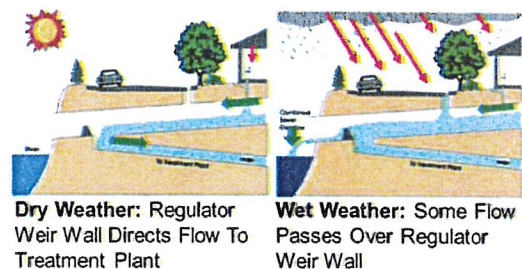
**Duration:** Construction is expected to Continue to 2026.

**Schedule:** Mon-Fri from 7 AM to 6 PM. There may be limited Weekend or Night Work depending on final permitting requirements.

*\*Due to dynamics of construction schedule, weather and other factors, dates and times are subject to change.*

### What Does A CSO Regulator Do?

Combined Sewer Overflow (CSO) Diagram



### FOR MORE INFORMATION

Contact the Engineering Department  
at: 203-466-5280

[engineering@gnhwPCA.com](mailto:engineering@gnhwPCA.com)

or, visit the GNHWPCA website at  
[www.gnhwPCA.com](http://www.gnhwPCA.com)

Sewer Emergencies (24/7) Call: 203-466-5260

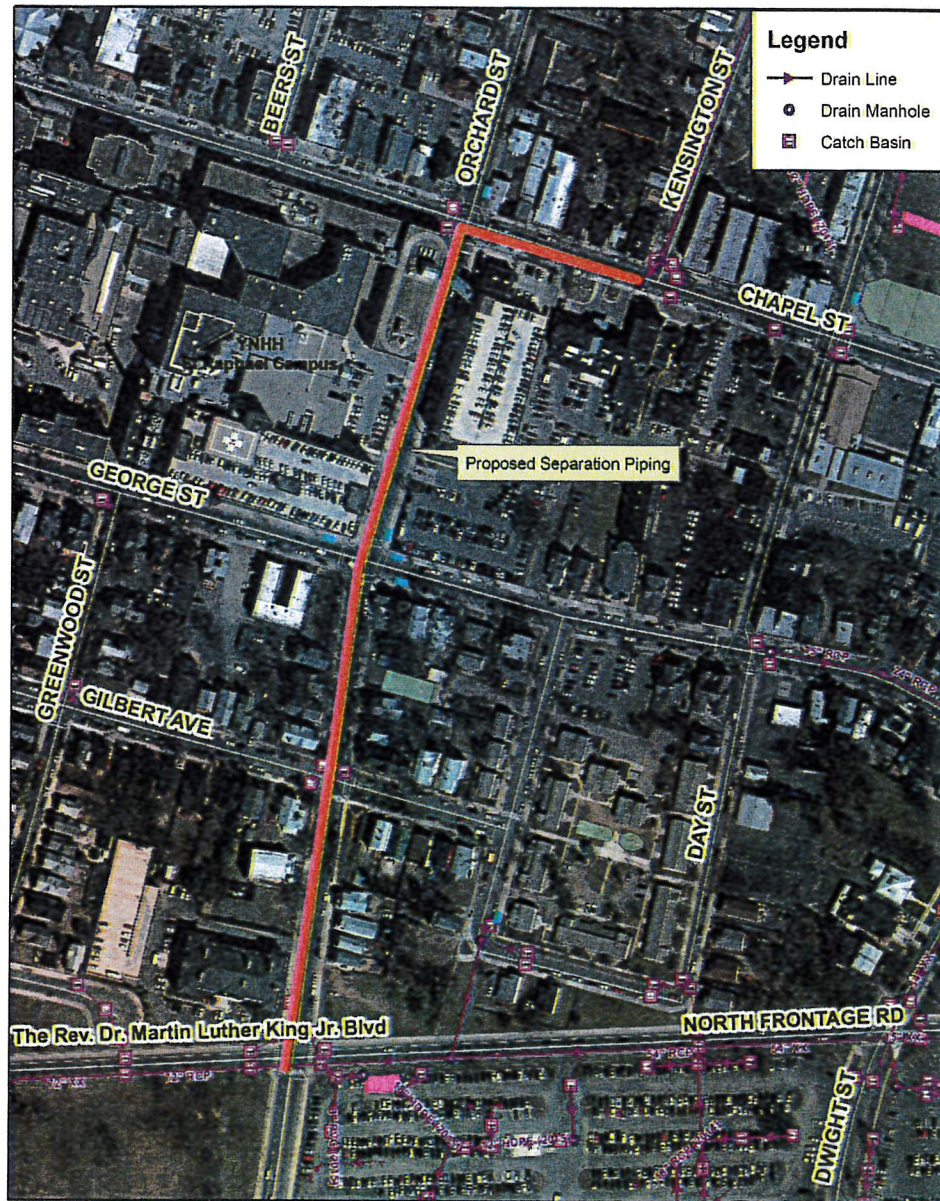
GNHWPCA | 260 East Street | New Haven, CT 06511 | 203-466-5280 | [www.gnhwPCA.com](http://www.gnhwPCA.com)

*"To protect the environment, to serve the public and to maintain a reputation for quality and value"*



## CWF 2019-05 ORCHARD STREET AREA SEWER SEPARATION

	Name	Project Area Location (City of New Haven)	Schedule	Status	Wards
1	Construction	Chapel St between Kensington St and Orchard St; Orchard St from Chapel St to The Rev. Dr. Martin Luther King Jr. Blvd.	2023 to 2026	Bid Award	23



**Disclaimer:**  
These maps are for planning purposes only. All rights reserved. No warranty is made by GNHWPCA as to the accuracy of the data or the results of the analysis.

### CWF 2019-05 Orchard Street Area Sewer Separation New Haven, CT

February 2020



## Greater New Haven Water Pollution Control Authority

260 East Street New Haven, CT 06511  
203.466.5280 p 203.772.1564 f www.gnhwpc.com

# MEMORANDUM

DATE: October 4, 2022

TO: Sidney J. Holbrook

FROM: Thomas Sgroi, PE  
Director of Engineering

RE: Task Order Recommendation  
**Cardinal Engineer, Task Order CEA 4 – Resident Engineering and  
Construction Administration Services  
Orchard Street Area Sewer Separation, New Haven**

Sid:

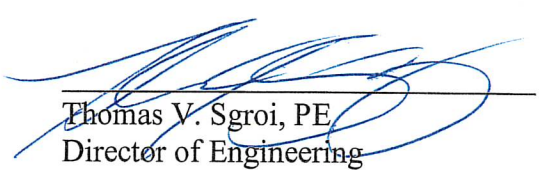
I request that the above-mentioned recommendation be added to the October 12, 2022 Board Agenda for resolution.

The purpose of this task order is to provide construction contract administration, resident project representative services, material testing and traffic engineering services for the Orchard Street CSO Project. The contract duration is estimated to be 700 calendar days.

Subject to DEP's approval, I recommend approval of the attached Cardinal Engineering proposal letter dated October 3, 2022 in the amount of \$ **1,725,917** plus a 10% contingency \$ **172,592** for a total amount not to exceed \$ **1,898,509**.

The project is 100% DEP Clean Water Fund (CWF) Eligible as follows:

- 50% DEP CWF Grant
- 50% DEP CWF 2% Loan (60% GNHWPCA Share, 40% City of New Haven Share)



Thomas V. Sgroi, PE  
Director of Engineering

cc: Gabe Varca (e-copy)  
Gary Zrelak (e-copy)  
Lou Criscuolo (e-copy)  
Mario Ricozzi (e-copy)  
Luigi DiMonaco (e-copy)



October 3, 2022

Greater New Haven  
Water Pollution Control Authority  
260 East Street  
New Haven, Connecticut 06511

Re: Task Order CEA 4  
On-Call Engineering  
Services Agreement  
Orchard Street CSO Project

Attn: Thomas Sgroi, P.E.

Dear Mr. Sgroi,

The following is our proposal to furnish Construction Contract Administration, Resident Project Representative services, Material Testing, and Traffic Engineering services during the construction of the Orchard Street CSO project. Traffic Engineering services will be provided by Tighe and Bond and SLR. This proposal assumes a construction duration of 26 months.

We plan to utilize VN Engineers, Inc., and Test-Con, Inc., certified WBE and MBE firms, respectively, for construction inspection and material testing services. Attached is an executed DBE certification form.

## **I. SCOPE OF SERVICES**

### **Task 1 Construction Contract Administration**

Upon the award of a construction contract pursuant to this Agreement, Cardinal Engineering Associates shall provide Construction Contract Administration Services as outlined below:

1. Furnish consultation and advice during construction
2. Establish construction observation and record keeping procedures.
3. Conduct a preconstruction conference, including preparing an agenda and meeting minutes
4. Conduct utility coordination meetings
5. Coordinate and Correspond with Local, State & Utility Officials
6. Review and plot test pit data and coordinate with the Design Engineer, as required
7. Maintain a log of shop drawings and other contractor submittals. Submit shop drawings and other technical submittals to the Design Engineer for review and approval
8. Review RFIs and RFCs and submit to Design Engineer for resolution, as required.
9. Coordinate with the Designer on any required design revisions, if required.
10. Review, Approve, and Monitor Contractor Schedules
11. Coordinate On-Site Materials Testing
12. Review Material Test Reports and accept or reject materials
13. Review and Approve Contractor request for payment
14. Review utility company invoices for payment for CWF eligible relocation work.
15. Review Contractor Claims for Extra Work and Advise/Respond
16. Conduct periodic site visits to evaluate quality and progress of work
17. Perform Semi-final Inspection and prepare Punch List with GNHWPCA and City representatives and the Contractor
18. Perform final inspection
19. Prepare Certificate of Substantial Completion
20. Perform Final Quantity Review and Verification based upon Records
21. Prepare Change Orders including Final Quantity Adjusting Change Order

22. Conduct biweekly job meetings and prepare meeting minutes
23. Conduct special meetings as required
24. Maintain daily communication with onsite staff
25. Maintain project records and correspondence

### **Task 2 Resident Project Representative Services**

Upon the award of a construction contract pursuant to this Agreement, Cardinal Engineering Associates shall provide one full-time Resident Project Representative to perform the following tasks during construction.

1. Observe the work in progress to ensure contractor performs work in accordance with the Contract Documents
2. Maintain records of construction and installation progress through daily work reports
3. Identify inconsistencies between plans and existing conditions and collaborate with the project team to provide resolution
4. Maintain on-site project records
5. Make measurements and quantity computations to verify payment requisition
6. Coordinate daily activities with contractor
7. Coordinate with GNHWPCA construction administrator daily & as-needed
8. Coordinate with City, State and utility inspectors as needed
9. Coordinate with and report to City Traffic Authorities for contractor MPT.
10. Coordinate and observe/record test pit program with Contractor
11. Coordinate with utilities as needed to resolve conflicts
12. Coordinate submittal routing and review
13. Conduct Bi-Weekly meetings on site with GNHWPCA, Contractor & Relevant Parties
14. Act as project information resource to the public
15. Prepare daily construction activity reports and maintain daily log book for GNHWPCA
16. Review contractor schedules and maintain mark up with actual dates of activities
17. Maintain On-Site Current Drawing Set including revisions
18. Obtain data and maintain records necessary for the preparation of "as-built" plans. Maintain a red-line set of as-built plans.
19. Take periodic construction progress photos and maintain a digital file of project photographs with date and description
20. Coordinate on-site materials testing by independent laboratory
21. Keep a record of utility company activities and record labor, material and equipment for CWF eligible utility relocation work.
22. Review contractor & utility invoices identify any non-CWF eligible or local costs.
23. Perform interviews and review and monitor contractor compliance with required wage rates
24. Monitor contractor compliance & certifications for American iron & steel requirements
25. Review and monitor contractor compliance with MBE/WBE Requirements
26. Review bypass pumping plans, coordinate with GNHWPCA for notifications to the State.
27. Review contractor requisitions for payment.
28. Assist in the preparation of change orders
29. Conduct semi-final inspection, prepare a punch list
30. Conduct final inspection to verify all punch list work is completed.
31. Review contractor prepared as-built plans and coordinate production of As-built CAD drawings.
32. Compile field records including inspection reports, shop drawings, record drawings, quantity computations, materials testing reports, correspondence, meeting minutes, payment requisitions, change orders, wage checks, WBE/MBE participation, utility costs, etc.

### **Task 3 Traffic Engineering Services During Construction**

Retain the services of a qualified Traffic Engineering firm(s) to provide the following services:



### **Temporary Signalization Plans**

1. Coordinate with City staff and identify nearby signalized intersections that would require temporary signal timing and operational revisions during construction. For the purposes of this proposal, we have assumed up to six signals will be revised.
2. Obtain from the City traffic signal plans for the intersections that would require temporary signalization revisions.
3. Conduct capacity analysis at the signalized intersections to determine traffic level of service impacts during construction.
4. Based on the results of the analysis, determine temporary traffic signal operational and equipment modifications that will be required during construction.
5. Prepare temporary traffic signalization plans and technical special provisions and submit PDFs to the City Traffic Engineering staff for review.
6. Address City comments and finalize the temporary signal plans and special provisions for inclusion in the MPT plan package. The final plans and documents will be provided to you in PDF format.

### **Traffic Control Coordination**

1. Provide coordination and advice on the temporary traffic control plans that will be utilized by the various projects to facilitate planning and coordination between the projects and project stakeholders.
2. Conduct a review of the project documents to become familiar with the temporary traffic control design and milestone project schedule. It is assumed that the project bid documents will include temporary traffic control drawings, including detour drawings that have been reviewed and approved by the City of New Haven.
3. Participate in bi-weekly project coordination meetings.
4. Participate in periodic meetings with the project team and the City of New Haven to coordinate changes in the temporary traffic pattern that will affect area traffic patterns.
5. Review requested changes to traffic control patterns by the contractor and provide input to GNHWPCA and Cardinal.
6. If requested, conduct periodic site visit to review traffic conditions within the project area to review traffic operations at intersections, construction signing patterns, and other issues associated with the temporary traffic control for the project.

### **Task 4 Materials Testing**

Retain the services of a qualified Material Testing Laboratory to provide on-site sampling and laboratory testing as required.

### **Task 5 Special Services**

1. Supplement Contractor Red-Line Drawings with Field Survey to Confirm Critical Data Points
2. Prepare As-Built Drawings in AutoCAD format based upon Contractor Redline & Supplemental Survey
3. Compile project records including inspection reports, shop drawings, record drawings, quantity computations, materials testing reports, correspondence, meeting minutes, payment requisitions
4. Prepare Final Electronic Project Manual Including: wage rate and MBE/WBE compliance records; progress photographs; close out documents; project records

## **II. COMPENSATION**

### **Task 1 Construction Contract Administration**

For all services under this task:

1. The actual payroll cost for Cardinal employees' times 2.90
2. Actual invoice cost for subcontractors plus five percent (5 %)
3. This cost shall not exceed \$ 505,998. without the approval of the GNHWPCA.

## **Task 2 Resident Project Representative Services**

For all services under this task:

1. The actual payroll cost for Cardinal employees' times 2.90
2. Actual invoice cost for subcontractors plus five percent (5 %)
3. This cost shall not exceed \$ 1,063,013. without the approval of the GNHWPCA.

## **Task 3 Traffic Engineering Services During Construction**

For all services under this task:

1. The actual payroll cost for Cardinal employees' times 2.90
2. Actual invoice cost for subcontractors plus five percent (5 %)
3. This cost shall not exceed \$ 117,000. without the approval of the GNHWPCA.

## **Task 4 Materials Testing**

For all services under this task:

1. Actual invoice cost for subcontractors plus five percent (5 %)
2. This cost shall not exceed \$ 15,000. without the approval of the GNHWPCA.

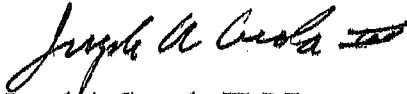
## **Task 5 Special Services**

For all services under this task, the Lump Sum Fee of \$ 24,906.

Should you require additional information, please do not hesitate to call our office.

Very truly yours,

CARDINAL ENGINEERING ASSOCIATES, INC.



Joseph A. Cermola, III, P.E.



## Greater New Haven Water Pollution Control Authority

260 East Street New Haven, CT 06511  
203.466.5280 p 203 772.1564 f www.gnhwpca.com

# MEMORANDUM

DATE: October 4, 2022

TO: Sidney J. Holbrook

FROM: Thomas Sgroi, PE  
Director of Engineering

RE: Task Order Recommendation  
**DTC, Task Order DTC-8 – Resident Engineering and Construction  
Administration Services  
Yale Campus / Trumbull Street Sewer Separation Phase 2**

Sid:

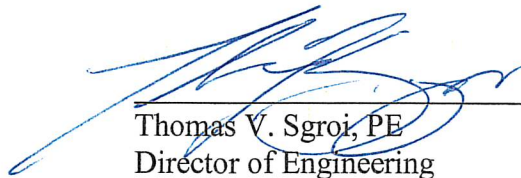
I request that the above-mentioned recommendation be added to the October 12, 2022 Board Agenda for resolution.

The purpose of this task order is to provide construction contract administration, resident project representative services, material testing and traffic engineering services for the Yale Campus / Trumbull Street Sewer Separation Phase 2 project. The contract duration is estimated to be 485 calendar days.

Subject to DEP's approval, I recommend approval of the attached DTC proposal letter dated August 10, 2022, in the amount of \$ 869,370 plus a 10% contingency \$ 86,937 for a total amount not to exceed \$ 956,307.

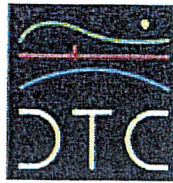
The project is 100% DEP Clean Water Fund (CWF) Eligible as follows:

- 50% DEP CWF Grant
- 50% DEP CWF 2% Loan (60% GNHWPCA Share, 40% City of New Haven Share)



Thomas V. Sgroi, PE  
Director of Engineering

cc: Gabe Varca (e-copy)  
Gary Zrelak (e-copy)  
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Mario Ricozzi (e-copy)  
Luigi DiMonaco (e-copy)



ENGINEER  
CONSULT  
MANAGE

DELIVERING YOUR PROJECTS WITH INNOVATION & INTEGRITY

**August 10, 2022**

**For Review**

08/09/2022 3:10:12 PM

Mr. Thomas V. Sgroi, P.E.  
Director of Engineering  
Greater New Haven Water Pollution Control Authority  
260 East Street  
New Haven, CT 06511

**SUBJECT: CWF 2012-04 Yale Campus / Trumbull Street Sewer Separation Project  
Proposal for Construction Services – Phase 2  
DTC No.: 15233.137**

Dear Mr. Sgroi:

As requested, we have prepared the following **revised** proposal for construction related services associated with the Yale Campus/Trumbull Street Sewer Separation Project Phase 2. Details of our proposal are as follows:

### ***Scope of Work***

DTC's detailed Scope of Work under this Assignment is as follows:

#### **Task 1 – Construction Admin Support Services**

Based on our understanding of the project, this work shall include the following items:

- Project management.
- Coordination and management of resident project representatives.
- Retain materials testing lab to perform construction testing (concrete, soils, etc.).
- Preconstruction and monthly construction meetings.
- Coordinate and correspond with local, state & utility officials.
- Review and plot test pit data and make adjustments.
- Review and approval of contractor submittals.
- Review, approve, and monitor contractor schedule.
- Review materials test reports advise if acceptable.
- Review and respond to contractor RFIs and utility inquiries.
- Revise design as required during construction.
- Review and approve contractor and utility invoices, identify local cost items.

*Information contained in this document is proprietary and confidential and may not be disseminated to any party other than the intended recipient without the written consent of DTC.*

Connecticut • Massachusetts

**Sarasota**

Fort Myers • Orlando

505 South Orange Avenue  
Sarasota, FL 34236  
Ph: 941 554 2035

[www.teamdttc.com](http://www.teamdttc.com)



- Review contractor claims for extra work and advise/respond.
- Conduct periodic site visits to evaluate quality and progress of work.
- Prepare final inspection & punch list with owner and contractor.
- Prepare certificate of substantial completion.
- Perform final quantity review and verification based upon records.
- Prepare change orders including final quantity adjusting change order.

## **Task 2 – Construction Inspection Services**

This work shall include providing one full time (45 hour per week) Resident Engineer assigned to this project for the duration of the construction services. For the purposes of this proposal, DTC has assumed 69 weeks of actual field construction time.

The Resident Inspector will be responsible for the following:

- Provide Consultant Staff on site during field construction - Some Day and Some Night Construction
- Provide Supplemental Field Staff, consultant or Sub-Consultant, especially during extended hours
- Coordinate Daily Activities with Contractor
- Coordinate With GNHWPCA Construction Administrator Daily and as needed
- Coordinate with City, State and Utility Inspectors as needed
- Coordinate with and report to State and City Traffic Authorities for Contractor MPT
- Coordinate and Observe/Record Test Pit Program with Contractor
- Coordinate with Utilities as needed
- Conduct Weekly Coordination Meetings on site with Owner, Contractor and Relevant Parties
- Act as Project Information Resource to the Public
- Prepare Daily Construction Activity Reports and Maintain Daily Logbook for Owner
- Review Contractor Schedules and Maintain Mark Up with Actual Dates of Activities
- Maintain On-Site Current Drawing Set including Revisions
- Obtain Digital Project Photos as needed and file with Date and description
- Coordinate Construction Materials Testing and Observations
- Review Contractor & Utility Invoices and Identify any Non-CWF Eligible or Local Costs
- Perform Interviews and review and monitor Contractor compliance with required Wage Rates
- Review and Monitor Contractor Compliance and Certifications for American Iron & Steel requirements
- Review and Monitor Contractor Compliance with DBE Requirements
- Review Bypass Pumping proposals and coordinate with Owner for notifications to State
- Coordinate Submittal Routing and Review

*Information contained in this document is proprietary and confidential and may not be disseminated to any party other than the intended recipient without the written consent of DTC.*

Connecticut • Massachusetts

**Sarasota**

Fort Myers • Orlando

505 South Orange Avenue  
Sarasota, FL 34236  
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DTC has also provided an allowance for additional supplemental inspection services in our proposal (since it is likely that the Contractor will employ multiple construction crews in order to meet the proposed project schedule). It is our intent to use VN Engineers, our WBE consultant, to provide these services.

It is understood that all field personnel are subject to approval by GNHWPCA.

### **Task 3 – Special Services**

- Update Bioswale As-Build Drawings in City GIS upon Contractor Redline & Supplemental Survey
- Supplement Contractor Red-Line Drawings with Survey to Confirm Critical Infrastructure Data Points
- Prepare As-Build Drawings in AutoCAD based upon Contractor Redline & Supplemental Survey
- Provide AutoCAD and PDF Versions of Drawings
- Include Wage Rate, AIS, & DBE Compliance Records, Photos, Close Out Documents, and Project Records

### **Task 4 – Material Testing and Inspection**

This work is provided by an allowance which includes laboratory testing and field inspection performed by DTC's MBE consultant Test-Con Incorporated. This work will include the following items:

- Laboratory Sieve AASHTO/T11 Tests
- Laboratory Maximum Dry Density AASHTO T-180 and AASHTO T-180 Method C Tests
- Field Compaction Tests
- Field Concrete Slump AASHTO T119 Tests
- Concrete Content AASHTO T152 Tests
- Bituminous Concrete Coring/Density Tests

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### **Task 5 – Consulting Arborist Services**

This work is provided by an allowance which includes tree preservation services performed by DTC's consultant AF Consulting Arborist, LLC. This work will include the following items:

- Tree Preservation Planning & Design Coordination
- Summative review of existing drawings and specifications
- Site Visits will include summative review with contract arborist
- Photographs and or testing where necessary
- Submittal Review
- Arborist summative report with supporting photographs of conditions found along with prioritized recommendations. (Word/Email Format).
- Meetings

### **Task 6 – Administrative Support Orchard Street Project**

Based on our understanding of the project, this work shall include the following items:

- Review and approval of contractor submittals.
- Review and plot test pit data and make adjustments.
- Attend monthly construction meetings, as required
- Review materials test reports advise if acceptable.
- Respond to Contractor RFI's, and prepare plan revisions or SK sketches

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### **Proposed Staffing Plan**

DTC will utilize the following team for the Phase 2 project. Key team members include the following:

B. Cory Attra, PE, – Principal-in-Charge  
Brian M. Skonieczny, PE – Project Manager  
Matthew Niski, PE – Project Engineer  
Joe Whitley, EIT – Engineer / Inspector  
Unassigned – Resident Engineer  
Robert Hammersley – Client & Community Relations  
and other supporting administrative and technical staff from our Hamden, CT office.

### **Proposed Subcontractors**

DTC proposes to utilize the following subcontractors for this assignment:

- VN Engineers (WBE) will perform construction inspection services.
- Martinez Couch Associates (MBE) will perform engineering services related to as-built drawings.
- Fuss & O'Neil will perform inspection services related to the Bioswales and assist with GIS service.
- Testcon (MBE) will perform material testing and inspection.
- AF Consulting Arborist, LLC will perform prepare action keys and provide oversight for tree preservation.

### **Schedule**

DTC proposes to complete services in accordance with the following:

- NTP to completion of construction – 16 months subject to contractor's schedule. We assume 69 weeks of field inspection time.

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**For Review**

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### ***Fee Schedule for Construction Services***

DTC will invoice individuals, per our professional services agreement, on an hourly rate basis in accordance with the terms of the Agreement, in an amount not to exceed **\$869,370.00** for the services described herein. The fee breakdown by task is summarized below.

<b>Task Description</b>	<b>Basis</b>	<b>DTC Fee</b>	<b>Subcontractors Inc 5% Markup</b>	<b>Total Fee</b>
Task 1 - Construction Admin. Support Services	Hourly	\$95,680.00	\$0.00	\$95,680.00
Task 2 - Construction Inspection Services	Hourly	\$577,445.00	\$62,895.00	\$640,340.00
Task 3 - Special Services	LS	\$15,189.00	\$13,860.00	\$29,049.00
Task 4 - Materials Testing & Inspection	T & M	\$0.00	\$12,600.00	\$12,600.00
Task 5 - Consultant Arborist Services	Hourly	\$0.00	\$34,020.00	\$34,020.00
Task 6 - Administrative Support Services Orchard Street Project	Hourly	\$52,313.00	\$0.00	\$52,313.00
Task 7 - Expenses	T & M	\$5,368	\$0.00	\$5,368.00
<b>Total Fee for Final Construction Services</b>		<b>\$745,995.00</b>	<b>\$123,375.00</b>	<b>\$869,370.00</b>

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