

Aaron Guckian
Chairman

Janine Burke-Wells
Executive Director



Scott Avedisian
Mayor

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BOARD MEETING MINUTES

Thursday, November 5, 2015, 5:30 p.m.
Warwick Sewer Authority Conference Room
125 Arthur W. Devine Boulevard
Warwick, RI 02886

Board Members present:	Guests:
Aaron Guckian, Chairman	J. Matthew Bellisle, P.E., PARE Corporation
Gary Jarvis, Secretary	David Caouette, PARE Corporation
Steve Sylven, P.E.	William Powers, P.E., Brown & Caldwell
Peter Ginaitt	Jim Ramos, P.E., Hart Engineering Corp.
Gary P. Marino	Al Borden, Equality Construction
Staff present:	
Janine Burke-Wells, Executive Director	John Revens, Revens, Revens & St. Pierre
Scott Goodinson, Acting Superintendent	Lynn F. Owens, Administrative Coordinator

1. **Call to Order:** At 5:30 p.m. Chairman Guckian called this meeting to order.
2. **Pledge of Allegiance:** Those in attendance rose to salute the flag and to state the Pledge of Allegiance.
3. **Approval of Minutes**
 - a. Approval of minutes from the regular meeting held October 22, 2015.

In accordance with RIGL 42-46-7 (b)(2), a request is made that the members vote to extend the time period for filing the October 22, 2015 meeting minutes due to time constraints.

ACTION: Mr. Ginaitt moved approval to extend the time period for the filing of meeting minutes to the next meeting. Mr. Jarvis seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

4. Levee Project (Contract No. 91)

- a. Amendment No. 1: Construction observation and inspection services for Levee Project Contract No. 91
PARE Corporation: \$196,900.00

ACTION: Mr. Bellisle and Mr. Caouette present. Director Burke-Wells recommended approval of an amendment of PARE's contract for construction observation and inspection services. She stated this is for all three phases of the levee construction.

Mr. Sylven moved approval of Amendment No. 1. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

- b. Change Order No. 22: Levee construction credit
Hart Engineering Corporation: (\$357,276.00)

ACTION: Director Burke-Wells stated this is a proposed change order to the existing contract with Hart for work that is now not getting done under the previous design as bid. She stated this credit is in addition to the other credits for the levee work previously approved.

Mr. Sylven asked if AECOM reviewed this change order. Director Burke-Wells stated Mr. Boccadoro did review the change order and was concerned that these might be estimated amounts. Director Burke-Wells said she had reviewed the latest pay requisitions and these are excellent estimates if not final numbers. She stated Mr. Boccadoro's only concern was that a balancing change order may be required if Hart uses more material (before completing construction under AECOM's purview). Mr. Sylven asked if this is work that has been deleted from Hart's original contract. Director Burke-Wells confirmed that fact, stating it is related to AECOM's original design plan which will not be constructed. Mr. Ramos confirmed that there is still contract work to be done under AECOM's design plan but that there is money remaining in the contract for that work.

Mr. Ginaitt moved approval of Change Order No. 22. Mr. Jarvis seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

- c. Change Order No. 26: Phase I Levee Construction
Hart Engineering Corporation: \$644,375.00

ACTION: Director Burke-Wells stated Phase I is the most critical phase of our levee work. She asked the Board to approve this change order for work to start immediately to bring the levee section compromised by the failed installation of the sheeting back to the 100-year flood elevation. She stated the contractor will have a flood contingency plan in place and

equipment on site in case flood conditions are expected. Mr. Bellisle stated the levee will be brought back to native ground before being built-up again. Director Burke-Wells stated the integrity of the levee structure was compromised by the failed installation of the sheeting.

Mr. Ginaitt asked for a layout of the three phases of levee improvements. The engineers rolled out their plans and identified the location of the three phases of the levee work on the plans. Mr. Caouette identified the location of Phase I, and stated the contractor will dig down to native soil to the bottom of the sheeting, remove the sheeting and all compromised soil and rebuild it to elevation 29.5, the 100-year flood elevation. Mr. Bellisle stated that, given the critical nature of the structure, it is necessary to return it back to its full capacity as soon as possible.

Mr. Caouette stated Phase II will bring the area adjacent to Interstate 95 and the WSA access road to the 500-year elevation. He stated Phase III will bring the rest of the levee (what AECOM has not already improved) to the 500-year levee.

Mr. Ginaitt asked if PARE will perform a core assessment of what is found during excavation, for future reference. Mr. Bellisle stated what is proposed in the scope of work is to have an on-site engineer taking photographs of all activities and to provide written daily field records. He stated documentation will be kept during excavation and soil conditions will be noted.

Mr. Marino asked about the technical specifications and bid forms used. Mr. Bellisle stated PARE prepared detailed bid specifications for each phase, and estimated quantities. He stated HART filled in the unit pricing based on the quantities. Mr. Bellisle stated PARE did a full review of the cost proposal and negotiated with HART who reduced their estimates closer to the engineer's estimates.

Director Burke reported that she had written to FEMA to fast track approval of Phase I in order to preserve grant funding. She stated a benefit cost analysis will be required once we have the cost for Phase III. She stated her review of the contract change order approach with RIDEM was warranted and that WSA will see a revised certificate of approval reflecting these changes to the contract for the levee work.

Mr. Ginaitt inquired about using excavated material from the RIAC project on Main Avenue. Mr. Ramos stated he thinks RIAC is planning to use that material for other areas of their expansion project.

Mr. Sylven asked if a time extension was needed. Director Burke-Wells stated no, not at this time; Phase I work should be complete in four weeks, weather permitting.

Mr. Sylven moved approval of Phase I Levee Construction. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

- d. Change Order No. 27: Phase II Levee Construction
Hart Engineering Corporation: \$635,850.00

ACTION: Director Burke-Wells stated this phase is not as time critical, but if we can start the work, again, pending FEMA approval, WSA would like to move this forward. She stated PARE and WSA have reviewed HART's submittal.

Mr. Ginaitt asked if this cost is for the build up of the levee. He stated the excavation and clearing of the property has already taken place. Director Burke-Wells confirmed that the excavation and clearing is complete; the contractor has been paid for that work already.

Mr. Ginaitt moved approval of Phase II Levee Construction. Mr. Sylven seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

- e. Change Order No. 28: Phase III Levee Construction
Hart Engineering Corporation

ACTION: Director Burke-Wells stated Change Order No. 28 is not yet ready for the Board's consideration.

5. Consent Agenda

- a. WSA to AECOM: Contract 91 transition to new levee design (10-23-15)
- b. RIDOT to WSA: Approved physical alteration permit for levee (10-26-15)

ACTION: Director Burke-Wells stated in June 2014 when WSA purchased new sewer assessment software (which is up and running) her intention was to get approval for the cost of software (\$55,000) and the cost of an annual maintenance contract (\$6,000). She stated apparently that was not clear in the memo to the Purchasing Department. She said she would like to move that forward and pay the first year maintenance contract. She stated at the start of next fiscal year she will present the annual contract renewal to the Board for approval.

Mr. Ginaitt moved approval of the consent agenda items. Mr. Jarvis seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

6. New Business

Introduction of new business to be docketed for an upcoming meeting or to be referred to the executive director or legal counsel for comment.

Mr. Ginaitt asked that staff be prepared to discuss at the next meeting the purchase of tablets or laptops for use by the Board, in an effort to reduce the volume of paper used for meeting agenda packets. He stated he would like the meeting records to be totally electronic.

Board members discussed options available. Director Burke-Wells will reach out to the City's MIS Division for resources and information for the November 19th meeting.

Mr. Ginaitt congratulated Director Burke-Wells and staff on the success of the main sewer influent rehabilitation project. He stated it was impressive to see the sliplining project in operation. Director Burke-Wells stated the work is done; the contractor will be back in the spring to do the loam and seeding (no cost change order/time extension).

7. Adjournment

Mr. Jarvis moved to adjourn the meeting. Mr. Ginaitt seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

At 5:57 p.m. this meeting ended.

Gary C. Jarvis, WSA Secretary

Date of Approval

Minutes are recorded pursuant to the Rhode Island General Laws § 42-46-7 for the purpose of capturing all general information relevant to the meeting. For a more comprehensive assessment of minutes, audio files shall be archived with the Warwick Sewer Authority and available upon request.