



MEMORANDUM

DATE: May 11, 2016
TO: George Kathios
FROM: David Peterson, Gus O'Leary
CC: Dana Lee, Eliot Town Manager
SUBJECT: Kittery Infrastructure Improvements & Sewer Extension Projects
Progress Report for the period 3/28/2016 through 5/1/2016

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

WASTEWATER 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. This contract is substantially complete and operational.
- 2) Upgrades to the wastewater treatment facility and to the Town's other 19 pumping stations. This contract is substantially complete and operational.

The following work was completed during the period ending May 1, 2016:

- A. Pump Station 6 & 8 Construction
 - Project Complete except for remaining warranty issues at Pump Station 7

- B. Water Pollution Control Facility and Pump Station Construction
 - Coordinated with the Contractor on the punch list.
 - Coordinated with the Contractor on Record Drawings.
 - Coordinated with the Contractor on Septage pumping issues.



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During May 2016, the following activities are anticipated:

- A. Pump Stations 6 & 8 Construction
 - Continue coordination with the Contractor, Manufacturer, and Town on the costs for repairs at Pump Station 7.

- B. Water Pollution Control Facility and Pump Station Construction
 - Review record drawings
 - Continue coordination with the Contractor to address the septage pumping issues.

SEWER EXTENSIONS PROJECT CONSTRUCTION SERVICES

The following work was completed during the period ending May 1, 2016

- Attended formal witness tests for pump station start-ups at PS #22, #23 and #24.
- Received, reviewed and recommended for payment the Contractor's payment requisition #10.
- Supported the Town through the betterment process and attended the Town Council Meeting on May 2nd.
- Coordinated finalizing wording in the CMP easement document
- Updated the construction budget and remaining contingency
- Reviewed the updated O&M Manuals for the pump stations

During May 2016, the following activities are anticipated:

- Coordinate paving activities.
- Provide resident project representative to witness final paving activities.
- Receive and review the General Contractor's request for substantial completion.
- Receive and review the General Contractor's request for a time extension.
- Develop a monetized punch list.
- Review submittals and RFIs as they are submitted by Sargent.
- Review Sargent's next payment requisition, including payroll information.
- Received updated as-built drawings from the Contractor and begin to develop Record Drawings.
- Prepare and submit SRF loan reimbursement pay requisitions, as needed.