



MEMORANDUM

DATE: August 31, 2015
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 7/27/2015 through 8/23/2015

This Memorandum serves as a status report of work we have completed in August and work anticipated to be completed in September 2015 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. We anticipate this contract will be substantially complete and operational during October.

The following work was completed during the period ending August 23, 2015:

- A. Pump Station 6 & 8 Construction
 - Received and reviewed Contractor's response to our comments and questions on his As-Built redlines
 - Drafted Record Drawings

- B. Water Pollution Control Facility and Pump Station Construction
 - Attended a construction progress meeting with the Town and the Contractor on July 30, 2015
 - Received and reviewed the Contractor's submittals for the head works davit crane and pipe insulation.
 - Tracked and reported on project finance status and remaining contingencies.
 - Assisted in the SRF loan application process
 - Reviewed and processed the contractor's Pay Requisition No. 10.
 - Coordinated with the Contractor on site paving and Headworks bypass issues.
 - Reviewed and coordinated a response to the Contractor's RFI #16 on electrical and instrumentation questions.

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- Reviewed Preliminary O&M submittals
- Completed the permitting process for the air emissions license for the plant backup generator.
- Coordinated with the Contractor on the new catch basin requested by DEP.
- Provided resident representative observation of the contractor's work.

During September 2015, the following activities are anticipated:

- A. Pump Stations 6 & 8 Construction
 - Drafting and submitting record drawings from the contractors red lines.
- B. Water Pollution Control Facility and Pump Station Construction
 - Continued coordination with the electrical and instrumentation subcontractors on RFI #16
 - Update and submit an SRF loan reimbursement pay requisition.
 - Review Contractor cost proposals for paving extras
 - Review final record submittals on the Headworks baffle Sludge Holding Blower
 - Attend the monthly construction progress meeting
 - Provide resident observation of the contractor's work
 - Oversee startup of new wastewater equipment

SEWER EXTENSIONS PROJECT CONSTRUCTION SERVICES

The following work was completed during the period ending August 23, 2015

- Attended a site meeting with the MTA, Sargent and their HDD driller (ETTI) to review drilling logistics. Kleinfelder has yet to receive a formal submittal to review.
- Received and reviewed Sargent's cost proposals for pump station plantings and fencing and the proposed modification of the approach to paving Martin Rd and portions of Manson Rd.
- Completed draft of Change Order #2, including the following elements:
 - Provide trench dams
 - Substitute pre-insulated pipe with blueboard insulation
 - Provide plantings and fence at the Martin Road pump station and plantings at the Manson Road pump station
 - Increase the wall thickness of sewer services crossing over Kittery Water District (KWD) water main to SDR 21 PVC.
 - Modify paving approach to Martin Road and portions of Manson Road
- Attended monthly progress meeting #4 and issued Minutes.
- Prepared Minutes for construction progress meeting #3 on June 25, 2015.
- Reviewed Sargent's payment requisition #3 and recommended for payment.
- Provided daily resident representative observation of the contractor's work.
- Kleinfelder continued to review shop drawings and RFIs as they are submitted by Sargent.
- Submitted SRF reimbursement request to DEP.
- Issued construction photos to DEP, per DEP's request.



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During September 2015, the following activities are anticipated:

- Kleinfelder's Resident Project Representative will remain on site throughout the duration of construction.
- Continue to review shop drawings and RFIs as they are submitted by Sargent.
- Prepare for, attend, and develop Minutes for monthly progress meeting #4.
- Receive and review Sargent's payment requisition #4.
- Support preparations and completion of the HDD across I-95.