

AGENDA
GREEN BAY METROPOLITAN SEWERAGE DISTRICT
COMMISSION MEETING
February 26, 2020
Daniel J. Alesch Training Center, 2231 N. Quincy Street
8:30 a.m.

Vision: Protecting our most valuable resource, water

- 1) Safety moment. (T. Sigmund)
- 2) Adopt Retirement Resolution for Paul Schmitt. (P. Smits)
[Click Here: Retirement Resolution](#)
- 3) Convene in closed session under State Statute 19.85 (1) (e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and under State Statute 19.85 (1) (g) for the purpose of conferring with legal counsel for the Commission who is rendering oral or written advice concerning strategy to be adopted by the Commission with respect to litigation in which it is or is likely to become involved:
 - a) Discussion of negotiation strategy concerning a potential industrial customer
 - b) Potential litigation resulting from the failure of the granulated activated carbon system of the fluidized bed incinerator
- 4) Reconvene in open session.
- 5) Approval of minutes of Commission meeting held January 22, 2020.
- 6) Preliminary December financials. (B. Clausen)
[Click Here: Memo](#)
[Click Here: Income Statement](#)
[Click Here: Income Statement Legends](#)
[Click Here: Statements of Net Position](#)
[Click Here: Statements of Net Position Legends](#)
- 7) Request Commission approval of Amendment No. 1 to the Professional Services Agreement for Adaptive Management Program Assistance in the amount of \$154,400. (J. Smudde)
[Click Here: Memo](#)
- 8) Request Commission approval to renew the five-year agreement with Brown County to support the Hazardous Material Recovery Facility under the authority of the Executive Director. Under the new agreement, the initial payment to Brown County for 2020 would be \$111,119. The contribution each subsequent year would be equal to the previous year's contribution adjusted to reflect any annual increase in the June Consumer Price Index for all Urban Wage Earners and Clerical Workers (CPI-W), Midwest Urban Area, not to exceed three percent in any given year. (J. Maas)
[Click Here: Memo](#)
- 9) Request Commission approval of the Debt Service Reserve, Equipment Replacement Fund Reserve, General Reserve, Interceptor Cost Recovery Reserve, Investment Interest Use, and Plant Capital Replacement Reserve Financial Policies, and to initially fund the Plant Capital Replacement Reserve from excess funds transferred from the following reserves: \$17,500,000 from the General Reserve, \$3,400,000 from the Debt Service Reserve, and \$1,600,000 from the Equipment Replacement Fund Reserve. (B. Vander Loop)
[Click Here: Memo](#)

- 10) Request Commission approval of Amendment No. 5 for the Bayview Interceptor Replacement Project with Brown and Caldwell for additional engineering services in the amount of \$419,875. (P. Mentink)
[Click Here: Memo](#)
- 11) Request Commission approval for Northern Electric Inc. to provide additional services as outlined in Change Order No. 2 for the 2018 Motor Control Center Replacement Project in the amount of \$137,360.70. (B. Brown)
[Click Here: Memo](#)
- 12) Request Commission approval of Contract 35 Solids Building 300 Demolition Change Order No. 1 in the amount of \$291,412.05. (B. Angoli)
[Click Here: Memo](#)
- 13) Request Commission approval to award the Effluent Reuse Pump Station and Force Main contract to C.D. Smith Construction, Inc. in the amount of \$3,664,500 subject to approval of agreements that clarify Green Bay Packaging's and Brown County's responsibility for the associated costs. (B. Angoli)
[Click Here: Memo](#)
- 14) Request Commission approval of Amendment No. 2 for Jacobs Engineering Group, Inc. to provide construction related services for the Effluent Reuse Pump Station and Force Main contract in the amount of \$591,124 subject to approval of agreements that clarify Green Bay Packaging's and Brown County's responsibility for the associated costs. (B. Angoli)
[Click Here: Memo](#)
- 15) Request Commission approval of Contract 34 Digestion and Solids Facility Change Order No. 54 in the amount of (\$148,568.96). (B. Angoli)
[Click Here: Memo](#)
- 16) Request Commission approval to close out the Resource Recovery and Electrical Energy Contract 34 Digestion and Solids Facility construction contract and issue final payment of \$270,137.91 to C.D. Smith Construction Co., Inc. (B. Angoli)
[Click Here: Memo](#)
[Click Here: Project Report](#)
- 17) Sewer plan approvals: (B. Angoli)
[Click Here: Memo](#)
a) Village of Bellevue Contract B-20; GBMSD Request #2020-04
[Click Here: NEW Water Map](#)
[Click Here: Village of Bellevue Map](#)
b) Village of Hobart Contract No. 2320-20-05; GBMSD Request #2020-05
[Click Here: NEW Water Map](#)
[Click Here: Village of Hobart Map](#)
- 18) Update of projects:
a) Contract 35 Solids Building 300 Demolition (B. Angoli)
[Click Here: Project Report](#)
b) 2018 Motor Control Center Replacement (B. Brown)
[Click Here: Project Report](#)
c) Bayview Interceptor Replacement (P. Mentink)
[Click Here: Project Report](#)
- 19) January 2020 Operations report. (P. Wescott)
[Click Here: Memo](#)

[Click Here: Effluent Report – Green Bay Facility](#)

[Click Here: Graph of Effluent Report – Green Bay Facility](#)

[Click Here: Effluent Report – De Pere Facility](#)

[Click Here: Graph of Effluent Report – De Pere Facility](#)

[Click Here: R2E2 Energy Report](#)

[Click Here: R2E2 Energy Graph](#)

20) Executive Director's report:

(T. Sigmund)

[Click Here: Memo](#)

- a) March Commission meeting
- b) Executive Director approved agreements
- c) Safety/Environmental Compliance checklist
- d) Jake Becken is the new Chairperson for the Central States Wisconsin Section Operations Committee
- e) Matt Schmidt is the new Vice-Chair for the Wisconsin Wastewater Operators' Association Lake Michigan Region
- f) NACWA's 2020 Winter Conference and NEW Water received the National Environmental Achievement Utility of the Future award
- g) Flood preparedness in NEW Water service area
- h) Oneida Nation visit
- i) Strategic Plan 4th quarter 2019 update

Retirement Resolution

WHEREAS, Paul Schmitt has steadfastly and devotedly served NEW Water, the brand of the Green Bay Metropolitan Sewerage District, since July 18, 1988, and;

WHEREAS, he has provided exemplary service to the Operations Division, having contributed practical and valuable skills as a Utility Maintenance Worker and Maintenance Mechanic.

WHEREAS, he retired from NEW Water on January 30, 2020 after thirty-one years of dedicated service,

NOW, THEREFORE, BE IT RESOLVED that NEW Water recognizes Paul Schmitt's faithful service with a commendation and expression of gratitude, and hereby makes this commendation a part of its official record.

Resolution # 20-002

Dated: February 26, 2020

Kathryn Hasselblad, Commission President

Mark Tumpach, Commission Vice President

Memorandum

TO: Commission
Tom Sigmund

FROM: Beth Clausen

DATE: February 12, 2020

SUBJECT: 2019 December Financial Statements – Preliminary Due to 2019 Financial Audit, Scheduled in March 2020

Please find attached the Financial Statements for your review.

Operating Revenues

- December's operating revenues were favorable to budget by \$604K or 20% from the following:
 - Additional flow volume due to more precipitation received.
 - Additional municipal TSS loadings.
- Year to date, total operating revenues were favorable to budget by \$3.5M or 9% from the following:
 - Additional flow volume due to more precipitation received.
 - Additional municipal TSS loadings.

Operating Expenses

- December's operating expenses were unfavorable to budget by (\$684K) or (37%) from more expenditures in Solid Waste Disposal and Benefits.
 - December's operating expenses with favorable results had less expenditures from maintenance-interceptors.
- Year to date, total operating expenses were unfavorable to budget by (\$1.7M) or (8%) from more expenditures than budgeted from:
 - Maintenance – interceptor & contractor expenses related to Bayview Interceptor, Interplant and Industrial Forcemain repairs. These projects expenses were not budgeted because amounts recovered through litigation will be replenished to the reserves.
 - More power utilization due to higher influent flows at both facilities (GBF & DPF).
 - More natural gas/fuel due to use of more heating/thermal oil than expected from R2E2 project.
 - Solid waste disposal
 - Year to date operating expenses with favorable results had less expenditures primarily from salaries and maintenance – plant.



Net Income (Loss) (Operating Income adjusted by Non-Operating Revenue and Expenses)

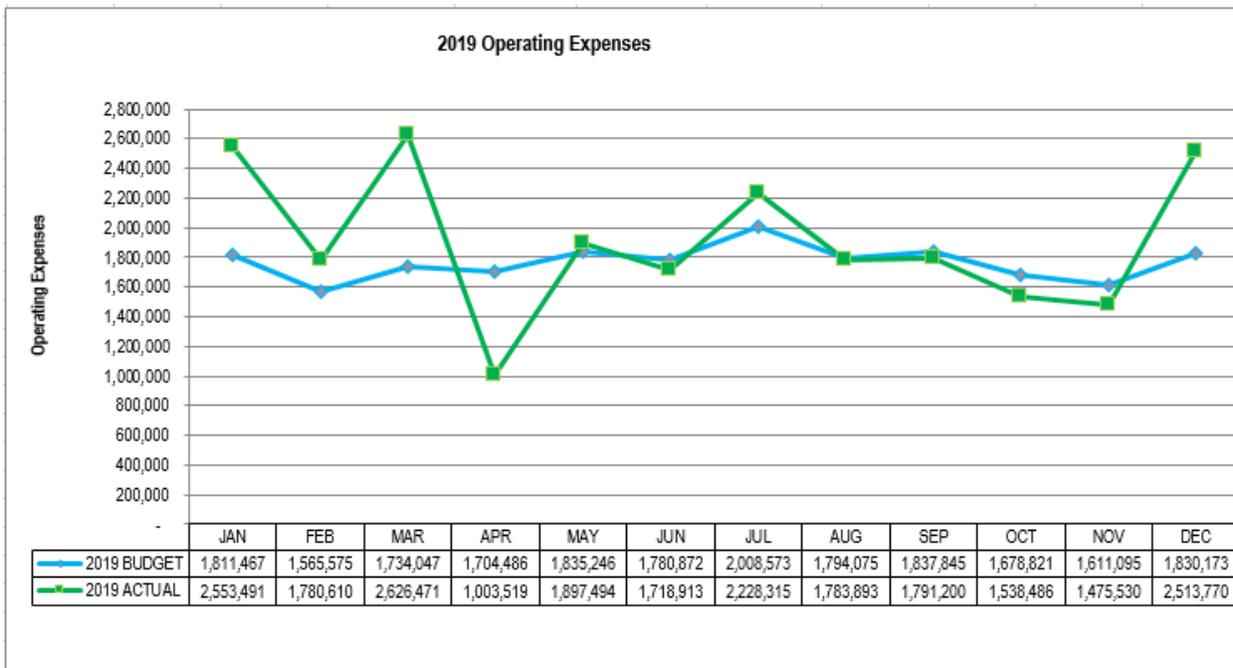
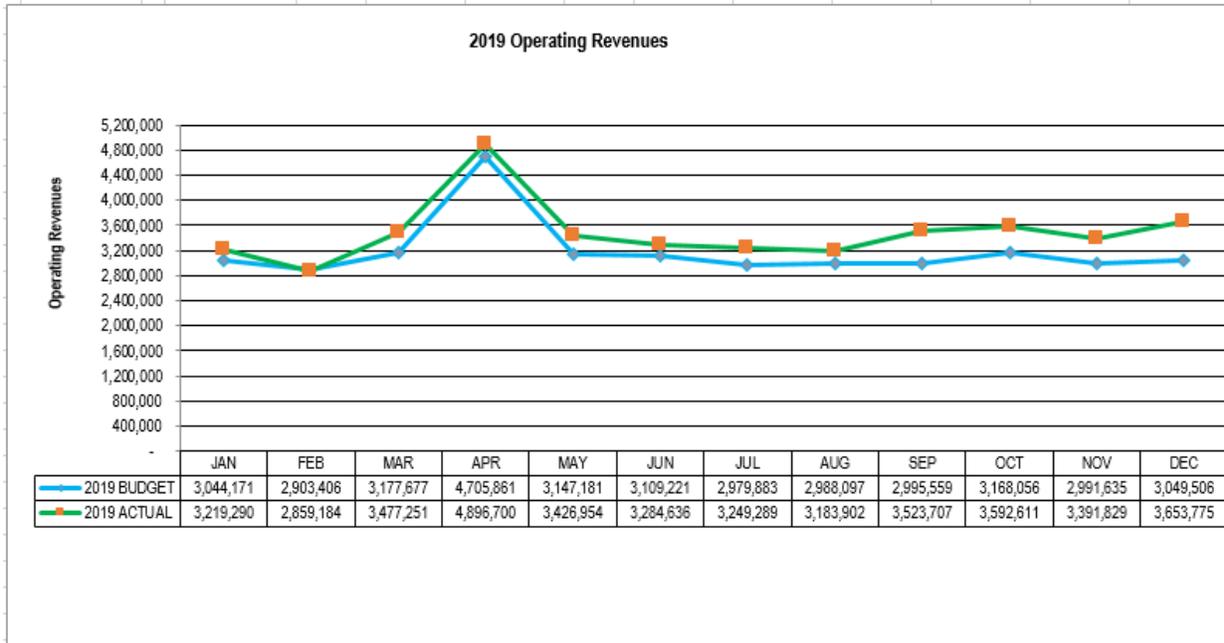
- Net Income for the month of December was \$208K.

Reporting and Information

Following are the Operating Revenues and Expenses graphs; Income Statement, Statements of Net Position, and Legends are attached.

No Commission action is required.

NEW Water



NEW Water
Green Bay Metropolitan Sewerage District
INCOME STATEMENT
Dec-19

	Dec-19			Year to Date			Actual 2018
	Budget 2019	Actual 2019	Budget vs. Actual Favorable/ (Unfavorable)	Budget 2019	Actual 2019	Budget vs. Actual Favorable/ (Unfavorable)	
Operating Revenues							
User Fees - Municipal Waste	\$ 2,835,906	\$ 3,322,216	\$ 486,310	33,799,669	37,169,807	\$ 3,370,138	\$36,114,869
User Fees - Mill Waste	117,546	235,760	118,214	2,884,968	3,038,184	153,216	3,021,787
Other Revenues	96,055	95,800	(255)	1,575,616	1,551,137	(24,480)	\$2,082,901
Total Operating Revenues	\$ 3,049,506	\$ 3,653,775	\$ 604,269	\$ 38,260,254	\$ 41,759,128	\$ 3,498,874	\$ 41,219,557
			20%			9%	
Operating Expenses							
Salaries	\$ 768,238	726,999	\$ 41,239	8,106,530	\$ 7,982,006	\$ 124,524	\$ 7,519,016
Benefits	223,231	490,081	(266,850)	2,633,685	\$ 2,701,716	(68,030)	3,034,509
Employee Development	17,487	17,927	(440)	186,978	\$ 127,631	59,347	143,911
Travel and Meetings	1,375	3,543	(2,168)	72,471	\$ 60,817	11,654	83,549
Power	130,579	143,734	(13,155)	1,616,725	\$ 1,928,630	(311,905)	2,752,002
Natural Gas & Fuel Oil	41,307	105,504	(64,197)	326,549	\$ 771,386	(444,837)	1,186,645
Chemicals	89,577	141,915	(52,338)	1,132,387	\$ 1,402,484	(270,097)	843,309
Maintenance - Plant	63,159	115,890	(52,731)	1,477,989	\$ 1,358,465	119,524	1,345,312
Maintenance - Interceptors	3,146	(132,250)	135,396	889,680	\$ 1,181,351	(291,671)	1,268,993
Contracted Services	394,348	426,275	(31,927)	3,119,520	\$ 3,139,610	(20,090)	3,579,734
Insurance	22,941	29,099	(6,158)	274,830	\$ 349,285	(74,455)	229,440
Solid Waste Disposal	4,435	364,623	(360,188)	283,828	\$ 798,855	(515,027)	134,043
Office Related Expenses	41,423	31,491	9,932	542,852	\$ 563,454	(20,602)	447,132
Supplementary Expenses (See Legend)	28,927	48,939	(20,012)	528,250	\$ 546,003	(17,753)	499,651
Total Operating Expenses	\$ 1,830,173	\$ 2,513,770	\$ (683,597)	\$ 21,192,275	\$ 22,911,692	\$ (1,719,417)	\$ 23,067,246
			-37%			-8%	
Operating Income	\$ 1,219,334	\$ 1,140,005	\$ (79,328)	\$ 17,067,979	\$ 18,847,437	\$ 1,779,457	\$ 18,152,311
			-7%			10%	
Non-Operating Revenues and Expenses							
Investment Income	\$ 45,431	\$ 422,213	\$ 376,782	640,999	\$ 2,294,109	\$ 1,653,110	\$ 1,425,734
Depreciation	(1,272,816)	(1,272,816)	\$ -	(15,273,682)	(15,273,682)	\$ -	(9,672,536)
Gain (Loss) on Disposal of Fixed Assets							(109,402)
Interest Expense	(295,566)	(81,516)	214,050	(3,546,696)	(3,479,145)	67,551	(2,798,217)
Total Non-Operating Revenues and Expenses	\$ (1,522,951)	\$ (932,119)	\$ 590,832	\$ (18,179,378)	\$ (16,458,718)	\$ 1,720,660	\$ (11,154,421)
Net Income (Loss)	\$ (303,617)	\$ 207,886	\$ 511,503	\$ (1,111,399)	\$ 2,388,719	\$ 3,500,117	\$ 6,997,890

Note: Please reference attached legends by categories.

NEW Water

Green Bay Metropolitan Sewerage District

Income Statement Legends per Categories

Operating Revenues:

User Fees - Municipal Waste:	Volume, Biochemical Oxygen Demand, Suspended Solids, Phosphorus, Kjeldahl Nitrogen, Direct Charges
User Fees – Mill Waste:	Volume, Biochemical Oxygen Demand, Suspended Solids, Phosphorus, Kjeldahl Nitrogen Direct Charges from Procter & Gamble, and Fox River Fiber
Capital and Direct Revenue Mills:	Capital and Debt Service Charges.
Other Revenues:	Excess Capacity Rental and Exceedance Surcharges, Discounts Permit Fees, Leases and miscellaneous revenues.

Operating Expenses:

Salaries:	Departmental, Pretreatment, Interceptor, Meter and Lift Stations (East River Lift Stations and Old Plank Lift Stations).
Benefits:	Health, Dental, & Life Insurances, Retirement, Social Security, Fringe and Compensated Benefits, Workers and Unemployment Compensations, Uniforms, Employee Referral Services, Long Term Disability, and Wellness.
Employee Development:	Registration, Conference, Seminar, Tuition Fees and Training.
Travel and Meetings:	Lodging, Transportation, Meals, Mileage, and Meetings (prior were included in Employee Development and Supplementary Expenses).
Power:	All Power related.
Natural Gas & Fuel Oil:	Generators, Incineration and Heating.
Chemicals:	Sodium, Polymer, Ferric Chloride, Muriatic Acid, Lime, etc., Interceptor Odor Control and Lab Chemicals.
Maintenance Plant:	Repair and Maintenance Building and Equipments, Inventories (Obsolescence, Variances), Telephones for Lift and Meter Stations, Pretreatment Programs, Inventory Obsolescence, Leases and Rental.

NEW Water

Green Bay Metropolitan Sewerage District

Income Statement Legends per Categories

Operating Expenses (Continued):

Maintenance Interceptors:	Repair and Maintenance of Interceptors, Lift Stations, and Meter Stations.
Contracted Services:	Contractors, Legal, Audit, Studies, Occupational Health, Custodial Services, Environmental Programs, Sponsorship, Hazardous Waste Disposal, Class and Compensation, Household Hazardous Waste Disposal, DNR Environmental Fees, In District Sustainability, Risk Based Asset Management, Watershed Based Planning, Reg/Muni Environment Service and Contingency.
Insurances:	Automobile, Property, Boiler and Machinery, Liability, Umbrella, Commercial Crime, and Public Officials.
Solid Waste Disposal:	Hickory Meadows Landfill and Veolia Environmental Services.
Office Related Expenses:	Supplies, Postage, Data Processing (computer software, main application, support, etc.), Publishing, Sales and Use Tax, Bank Service Charges and Employee Recognition.
Supplementary Expenses:	Telephones (main lines, cells), Fuel Vehicles, (New) Fuel Equipment, Small Tools, Public Information, Memberships and Dues, Publications and Subscriptions, Licenses & Permits, Freight In, Freight Out, Safety Shoes and Glasses, and Water (including Fire Protection supplemental fee).

Non-Operating Revenues and Expenses:

Investment Income:	Interest on Investments and Interceptor Cost Recovery Interest.
Depreciation Expense:	Monthly Depreciation on all Fixed Assets such as Land, Land Improvements, Buildings, Vehicle, Boats & Trailers, Machinery Equipment, Furniture and Fixtures, Interceptors, Meters & Lift Stations.
Gain (Loss) on Disposal of Fixed Assets:	Sale, Disposal, and Transfer of Fixed Asset.
Interest Expense:	Debt Service and Bond Anticipation Note Interest.

NEW Water
GREEN BAY METROPOLITAN SEWERAGE DISTRICT
STATEMENTS OF NET POSITION
For the Twelve Months Ending:

Dec 31, 2019

Assets

Current Assets

Cash and Investments	\$ 32,709,963.13
Receivables	
Sewage Treatment Service	6,214,124.54
Accrued Interest	138,376.49
Other	266,929.33
Inventories	1,326,929.62
Prepaid Expenses	94,793.39
Total Current Assets	<u>\$ 40,751,116.50</u>

Restricted Assets

Cash and Investments	\$ 63,809,696.99
Accrued Interest Receivables	477,759.36
Interceptor Cost Recovery Receivable	2,061,340.74
Total Restricted Assets	<u>\$ 66,348,797.09</u>

Deferred Outflows of Resources

Deferred Pension Resources	\$ 2,570,126.00
Deferred Life Insurance Resources	107,314.00
Total Deferred outflows of Resources	<u>\$ 2,677,440.00</u>

Capital Assets

Wastewater Treatment Facilities	\$ 333,618,121.58
Interceptor Sewers	88,579,079.27
Construction in Progress	77,959,304.54
Total Capital Assets	<u>\$ 500,156,505.39</u>

Less: Accum Depreciation and Amortization (161,182,999.00)

Net Capital Assets \$ 338,973,506.39

Other Assets

Bond Issuance Costs	\$ -
Net Pension Asset	1,409,807.00
Total Other Assets	<u>\$ 1,409,807.00</u>

Total Assets \$ 450,160,666.98

Liabilities and Equity

Current Liabilities

Accounts Payable	\$ 8,912,547.68
Salaries Payable	326,290.90
Other Accrued Liabilities	129,329.47
Total Current Liabilities	<u>\$ 9,368,168.05</u>

Liabilities Payable from Restricted Assets

Accounts Payable	\$ 736,907.27
Current Maturities of General Long-Term Debt	10,406,182.00
Interest Accrued	1,784,387.36
Total Liabilities Payable from Restricted Assets	<u>\$ 12,927,476.63</u>

Long-Term Liabilities

General Long-Term Debt, Less Current Maturities	\$ 180,507,868.94
Pension Liability	327,863.20
Compensated Absences	1,902,717.61
Other post employment benefits (life insurance)	992,296.00
Deferred Revenue	496,244.60
Total Long-Term Liabilities	<u>\$ 184,226,990.35</u>

Total Liabilities \$ 206,522,635.03

Deferred Inflows of Resources

Deferred Pension Obligations	\$ 2,853,046.00
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Net Position

Net Position

Invested in Capital Assets, net of Related Debt	\$ 147,731,592.25
Restricted for Equipment & Interceptor Replacement	39,105,918.63
Restricted for Debt Retirement	24,314,207.56
Restricted for Capital Projects	3,067,047.39
Restricted for Pension	1,409,807.00
Unrestricted	25,156,413.12
Total Net Position	<u>\$ 240,784,985.95</u>

Note: Please reference attached legends by categories.

NEW Water

Green Bay Metropolitan Sewerage District

Statements of Net Position (previously Balance Sheet) Legends per Categories

Assets

<u>Current Assets:</u>	Are cash and other assets that will be converted to cash or used by GBMSD in a relative short period of time, usually a year or less.
Cash and Investments:	Petty cash, cash in checking, general savings and investment accounts, discounts/premiums for unrestricted and restricted.
Accounts Receivables:	All amounts owed to GBMSD by customers.
Sewage Treatment Service:	Accounts receivable for sewage treatment services.
Accrued Interest:	Accrued interest and interest received on investments.
	Other: Accounts receivable from septage, pretreatment, and other customers such as Procter and Gamble Paper Products, West Shore Pipeline Co, etc.
Inventories:	Are goods and materials held available in stock by GBMSD such as electrical, instrumentation, mechanical, hardware, janitorial, lubes & oils, fuel oils, polymer, and all other miscellaneous related products such as copy paper, gloves, respirator or filter head piece, cartridge, cleaners, towels, etc.
Prepaid Expenses:	Insurances that have been paid for and not yet used such as worker compensation, liability base, automotive, umbrella base, property base, boiler & machinery, commercial crime, public officials, health, dental, and fringe benefits.
<u>Restricted Assets</u>	
Cash and Investments:	Savings, investment and money market accounts for debt, plant and equipment replacement fund (PERF), interceptor cost recovery (ICR), bond proceeds, and unrealized gain/loss.
Accrued Interest Receivable:	Accrued interest and interest received periodically on restricted investments.

NEW Water

Green Bay Metropolitan Sewerage District

Statements of Net Position (previously Balance Sheet) Legends per Categories

Interceptor Cost Recovery Receivable: Deferred receivable from municipal customers in which the municipalities have agreed to reimburse GBMSD for the cost of interceptors owned by GBMSD whose capacity has been allocated.

Capital/Fixed Assets:

Capital: Are all items of property other than inventories, receivables, copy rights, certain governmental obligations, and real and depreciable property used by GBMSD (Ex: capital stocks and bonds).

Fixed Assets: Are long term assets acquired by GBMSD rather than for resale.

Wastewater Treatment Facilities: Land & land improvements, structures, machinery & equipment, furniture & fixtures, vehicle, boats & trailers, and amortize assets.

Interceptor Sewers: Meter & lift stations and interceptors.

Construction in Progress (CIP): Asset entry records the cost of construction work, which is not yet completed. A CIP item is not depreciated until the asset is placed in service.

Accumulated Depreciation & Amortization: Shows the total of all depreciation and amortization recorded on the asset up through the balance sheet date (land & land improvements, structures, machinery & equipment, furniture & fixtures, vehicle, boats & trailers, and accumulated amortization).

Depreciation: Is the amount of plant asset cost allocated to each accounting period benefiting from the asset's use; it is a process of allocation, not valuation.

Amortization: Is the systematic write-off of the cost of an intangible asset to expense. A portion of intangible asset cost is allocated to each accounting period in the economic (useful) life of the asset.

NEW Water

Green Bay Metropolitan Sewerage District

Statements of Net Position (previously Balance Sheet) Legends per Categories

Other Assets:

Other Receivable: Miscellaneous receivable such as credits and adjustments received.

Bond Issuance Cost: Expenditures incurred in preparing and selling a bond issue such as legal, underwriting, registration fees, etc. These deferred charges are amortized over the period the bonds are outstanding (date of issue to the maturity date).

Liabilities and Equity

Current Liabilities: Are debts, usually due within one year, and the payment of which normally will require the use of current assets.

Accounts Payable: Are amounts owed by GBMSD to creditors for items or services purchased from them. Contains all vouchers that have been prepared and approved as proper liabilities such as accounts payable, retainage payable for projects and accounts payable accruals.

Salaries Payable: Accrued salaries incurred and not yet paid.

Other Accrued Liabilities: Amounts owed to employees for services rendered and for which payment has not been made at the balance sheet date such as fringe benefits payable, federal income tax payable, FICA payable, Medicare payable, life insurance, dependent care withholding, child support payment, United Way payable, and Wisconsin income tax payable.

Liabilities Payable for Restrictive Assets:

Accounts Payable: Contains all vouchers that have been prepared and approved as proper liabilities for restrictive assets.

Current Maturity of Long Term Debt:

Interest Accrued: Accrual and interest payment on debt services, Clean Water Fund loan, bond anticipation note, and Wisconsin environmental improvements.

NEW Water

Green Bay Metropolitan Sewerage District

Statements of Net Position (previously Balance Sheet) Legends per Categories

<u>Long-Term Liabilities:</u>	Are those debts not due for a relatively long period of time, usually more than one year.
General Long-Term Debt, Less Current Maturities:	Clean Water Fund loans, general obligation notes, bond issuance, bond anticipation notes, and promissory notes.
Compensated Absences:	Are compensation received by employees such as accrued vacation & sick pay, severance, and paid leave conversion. Accumulated unpaid vacation and sick paid amounts are accrued when benefits vested to employees.
Deferred Revenues:	Involves transfer of data already recorded in asset and liability accounts to expense and revenue accounts (Ex: De Pere consolidation).

Net Assets

Invested in Capital Assets, Net of Related Debt:	Capital Assets net of debt such as Clean Water Fund loans, general obligation note, bond issue, bond anticipation loan, promissory note, bond issuance costs, and discount on bond issue.
Restrictive for Equipment and Interceptor Replacement:	Plant and equipment replacement fund (PERF), interceptor cost recovery (ICR) investments, Rate Stabilization Fund and accrued interest received.
Restricted for Debt Retirement:	Restrictive debt investment, accrued interest received debt, and interest payable.
Restricted for Capital Projects:	Restrictive for capital project expenditures for the R2E2 Solids Project.
Unrestricted:	All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

Memorandum

TO: Commission
Tom Sigmund

FROM: Jeff Smudde

DATE: February 13, 2020

SUBJECT: Approval of Amendment No. 1 to Professional Services Agreement with Jacobs Engineering Group for Adaptive Management Program Assistance

Background

On March 2, 2018, NEW Water issued a request for qualifications (RFQ) seeking professional services to assist with developing and implementing an Adaptive Management Program (Program) located within the Ashwaubenon Creek and Dutchman Creek (ACDC) watersheds of the Lower Fox River (LFR) Drainage Basin of the Lake Michigan Basin. The Jacobs Engineering Group (Jacobs) team includes sub consultants Tilth Agronomy and McMahan Associates, was selected by NEW Water to provide these Program services. The scope of services for this effort was approved by the Commission on July 10, 2019.

Throughout the Silver Creek Pilot Project, which established the implementation framework for the Program, watershed conservation staff was provided solely through Outagamie County using NEW Water funds. Staffing changes within the county left a vacancy at a time when NEW Water was planning to increase conservation staffing levels to two full time employees for the new increased Program efforts.

An alternative contract was sought with Jacobs to provide services of one watershed conservationist staff, which has resulted in retaining a watershed conservationist who has a long history with the Silver Creek Project and the Program to allow for seamless and continued support of NEW Water during the start of the implementing, verifying, and maintaining conservation practices in the NEW Watershed Program watersheds.

Recently, NEW Water has also worked closely with Outagamie County to select and hire a new conservation staff member at Outagamie County Land Conservation office that will be dedicated to the Program, bringing the Program back to anticipated fully staffed levels. As a result, a contract has been developed to continue to have one dedicated staff member at Outagamie County working on behalf of the Program.

This Amendment adds scope and compensation for watershed conservationist at Jacobs Engineering in a new Task WC-Watershed Conservationist. No other tasks are modified through this amendment.



Review of Amendment No. 1 for Professional Services Agreement for Adaptive Management Program Assistance

Amendment No. 1 will support NEW Water's leadership of the Program by providing assistance as directed by NEW Water for watershed best management practice (BMP) planning, cost-sharing, implementation, verification, and inspection. This amended scope includes tasks for the watershed conservationist including:

- Participating in routine coordination meetings and Program kickoff meetings
- Coordination with growers, agronomists, land owners, and key project partners such as Oneida
- BMP modeling and documentation for Adaptive Management Plan approval
- Cost share agreement execution
- Participation in field walks and development of Conservation and Enhanced Nutrient Management Plans
- BMP planning, verification, and maintenance inspection
- Coordination and support of Brown County and Outagamie County Land and Water Conservation Departments and Natural Resources Conservation Service (NRCS)
- Field level data management

This watershed conservationist plays a crucial role in relationship-building and technical support with landowners and growers throughout the watershed, as well as field coordination efforts that contribute toward a successful Adaptive Management Program.

Recommendation

NEW Water staff recommends Commission approval to authorize the Executive Director to enter into a contractual agreement with Jacobs Engineering Group for Amendment No. 1 to the Professional Services Agreement for Adaptive Management Program Assistance in the amount of \$140,400 and a contingency of \$14,000 under the authority of the Executive Director for a total authorized amount of \$154,400.

Commission Action

Request Commission approval of Amendment No. 1 to the Professional Services Agreement for Adaptive Management Program Assistance in the amount of \$140,400 and a contingency of \$14,000 under the authority of the Executive Director for a total authorized amount of \$154,400.

Memorandum

TO: Commission
Tom Sigmund

FROM: Julie Maas

DATE: February 13, 2020

SUBJECT: Renewal of Five-Year Agreement with Brown County to Support Hazardous Material Recovery Facility

Background

NEW Water has partnered with Brown County Port & Resource Recovery to help finance operation of Brown County's Hazardous Material Recovery (HMR) Facility (formerly the Household Hazardous Waste Facility) since 1996. Most recently, the two parties entered into a five-year agreement that took effect in January 2015 and expired on December 31, 2019. The proposed renewal agreement with a five-year term is included as Exhibit 1. In return for the annual payment from NEW Water, the agreement allows residents from NEW Water's customer municipalities to use the facility, paying only charges for disposal of certain special wastes.

The HMR Facility's dedicated purpose is to collect hazardous materials, including mercury, from the public. The HMR Facility is staffed by technicians who are trained to handle hazardous materials, is designed to properly store these materials until they are shipped and managed by properly licensed and permitted contractors, and has liability protection for risks associated with inviting members of the public to bring hazardous materials to its property. Additionally, Brown County assumes all "cradle-to-grave" regulatory responsibility as the generator of the hazardous wastes collected at the HMR Facility. Brown County's HMR Facility conducts ongoing outreach to encourage the public to use its services year round and is known as a regional option for residents who wish to dispose of their hazardous materials.

Other users of the HMR Facility, such as residents from surrounding counties and Northeast Wisconsin businesses also contribute to the facility operations by paying a fee when they use the facility. Brown County charges those users the cost of labor plus disposal and an administrative fee.

NEW Water's annual contribution to Brown County's HMR Facility helps support a mutually beneficial partnership between NEW Water, its customers, and Brown County Port & Resource Recovery. In addition to reducing the amount of household chemicals that could potentially reach our facility or otherwise reach the environment through improper disposal, this relationship positively impacts NEW Water's Water Pollution Discharge Elimination System (WPDES) permit compliance and ability to dispose of waste.

In Wisconsin, a municipal wastewater treatment utility must implement a Mercury Pollutant Minimization Program (PMP) when its mercury discharges exceed the water quality based limit of 1.3 nanograms per liter (ng/l). The goal of a mercury PMP is to reduce or eliminate mercury discharges from users of the

sanitary sewer system. By following the requirements of the PMP to reduce mercury discharges over time, the utility is eligible for a mercury variance, with a permit limit higher than 1.3 ng/l. NEW Water's current limit for mercury in its WPDES permit is 6.6 ng/l.

NEW Water's mercury PMP requires a program for collecting mercury from sewer system users. This program may be independently operated by the utility, jointly by the utility and others, or by another governmental unit.

If NEW Water chose to implement its own mercury collection program and operate it independently, NEW Water staff would need to plan, promote, and host events for the public to bring mercury containing devices to NEW Water's facility. NEW Water would then arrange transport and management of these devices by properly licensed hazardous materials transportation and disposal facilities in full accordance with regulatory requirements. The cost for NEW Water to properly dispose of one 55-gallon drum of mercury containing devices is about \$1,000. Organizing, promoting, and facilitating a program to collect enough mercury from the public to reduce the mercury in NEW Water's effluent would take a considerable commitment of NEW Water's resources on an ongoing basis.

Rather than attempting to create and run its own mercury collection program, NEW Water has opted to support Brown County's HMR Facility with an annual contribution. For 2019 that contribution was \$109,899. The HMR Facility has the expertise and experience to successfully prevent mercury, as well as a long list of other hazardous materials, from entering the sanitary sewer, which significantly benefits NEW Water.

In addition to treated effluent, NEW Water is also a generator of solid waste. Brown County has been a reliable partner in accepting wastes that may have been challenging or more costly to manage through other means. For instance, the HMR Facility has accepted mercury devices, oil contaminated spill cleanup media, and various other special wastes for disposal at no additional cost to NEW Water. Additionally, Brown County Solid Waste has recently facilitated the disposal of NEW Water's dewatered sewage sludge and incinerator ash at the Outagamie County Landfill. The dewatered sludge is an especially challenging waste to manage due to its stickiness and odor. Brown County has been instrumental in facilitating disposal of NEW Water's dewatered sludge during incinerator shutdowns.

Recommendation

NEW Water staff believe that NEW Water's partnership with Brown County on the HMR Facility is a valuable benefit to NEW Water and its municipal customers by:

- Providing an easy and low cost means for residents in the service area of disposing of hazardous waste that might otherwise make it into the sewer system
- Meeting one of the requirements of the mercury variance in NEW Water's WPDES permit
- Facilitating collaboration with Brown County to provide an outlet for disposing of dewatered sludge when the incineration system is down for maintenance.

NEW Water staff recommend Commission approval to renew the five-year agreement with Brown County under the authority of the Executive Director to support the HMR facility.

Commission Action

Request Commission approval to renew the five-year agreement with Brown County to support the HMR Facility under the authority of the Executive Director. Under the new agreement, the initial payment to Brown County for 2020 would be \$111,119. The contribution each subsequent year would be equal to the previous year's contribution adjusted to reflect any annual increase in the June Consumer Price Index for all Urban Wage Earners and Clerical Workers (CPI-W), Midwest Urban Area, not to exceed three percent in any given year.

Attachment: Exhibit 1 – Intergovernmental Agreement for Green Bay Metropolitan Sewerage District Contribution to Brown County Household Hazardous Waste Facility

Memorandum

TO: Commission
Tom Sigmund

FROM: Brian Vander Loop

DATE: February 10, 2020

SUBJECT: Plant Capital Replacement Reserve and Existing Financial Policy Revisions

Background

On January 22, 2020, the Commission was provided an update of the financial reserve balances, any identified financial obligations for the reserves, and future reserve considerations which described the need for a Plant Capital Replacement Reserve (PCRR). Included with this memo, staff will present a high level summary of a new Financial Planning Model and how the PCRR is designed into the Financial Planning Model methodology.

The PCRR is a key component of the Financial Planning Model and a common to all user reserve that would function as an alternative funding source for identified new and/or replacement plant capital projects within NEW Water's Capital Improvement Plan. The reserve would essentially utilize excess reserve funds for payment of plant capital projects in addition to incurring additional debt through Clean Water Fund and General Obligation loans. Conceptually, the existing Plant and Equipment Replacement (PERF), Debt Service, and General Reserves would begin each budget year at the minimum funding balance established by the policies. Any excess funds identified above the reserve policy limits would be swept at the beginning of each year to the PCRR.

During initial budget development, staff will use the Financial Planning Model to forecast the impact of new plant capital debt and O&M increases for the next five years. This will be achieved by monitoring three key components of the model: annual rate increases, impacts to debt service ratio, and available days of cash. The desired impacts will be attained through a combination of additional Clean Water Fund and General Obligation loans and funds from the PCRR. Prior to the October Commission Budget Workshop, staff will revisit the model and make final capital funding revisions.

The PCRR would:

- Contain all excess funds for plant capital projects.
- Fill a financial reserve gap NEW Water currently has with large plant capital projects. The PCRR would perform much like the Interceptor Cost Recovery (ICR) Reserve does to fund identified municipal customer only interceptor projects. The PCRR would be a common to all user reserve to fund identified new and/or replacement plant capital related projects.
- Lessens NEW Water's need for future debt.
- Mitigate any potential business risk exposure due to retaining excess funds above policy limits with no identified purpose.

- Help stabilize and smooth out user rates increases from budget to budget.
- Cover capital project costs not anticipated or budgeted.

NEW Water would primarily fund the PCRR through annual transfer of designated excess funds from the existing General, Debt, and PERF Reserves, as well as interest accumulation on investments. The PCRR could also be funded, as determined by the Commission, through the annual budget and would maintain a minimum balance of \$5 million. Any funds over the minimum balance would be identified for use during the budget process to finance identified new and/or replacement plant capital projects. See attached PCRR Policy.

In conjunction with implementing the PCRR, staff has reviewed NEW Water's existing reserve policies to ensure alignment with the Financial Planning Model and the PCRR. As a result, staff proposes changes to the following financial policies: Debt Service Reserve, General Reserve, ICR Reserve, Investment Interest Use, and PERF Reserve.

Other than minor language changes for financial policy clarity, the more significant policy changes are as follows:

- Changing the name of the PERF Reserve to Equipment Replacement Fund (ERF) Reserve, which is the name of the fund referenced for the Clean Water Fund Program.
- Establishing the required minimum fund balances for the Debt Service, ERF, and General Reserves in the beginning of each budget year.
- Sweeping all excess reserve funds above the established minimum fund limits for the Debt Service, ERF, and General Reserves to the new PCRR.
- Revising the General Reserve target from 120 days target with a minimum of 70 working days capital to 180 days of working capital plus funds collected for past budget projects still planned for completion.
- Establishing the minimum Debt Service Reserve fund limit to equal to the required debt obligation payments for the current budget year plus \$0.5 million and any identified offsets.
- Revising the Investment Interest Use Policy to allocate investment interest proceeds from the General, ERF, and Debt Service Reserves to PCRR. Interest earned on ICR Reserves will remain in the ICR Reserve.

Attached are the referenced financial policies in tracked change mode and clean copy with all changes incorporated.

Recommendation

Staff recommends Commission approval of the Debt Service Reserve, ERF Reserve, General Reserve, ICR Reserve, Investment Interest Use, and PCRR Financial Policies, and to initially fund the PCRR from excess funds transferred from the following reserves: \$17,500,000 from the General Reserve, \$3,400,000 from the Debt Service Reserve, and \$1,600,000 from the ERF Reserve.

Commission Action

Request Commission approval of the Debt Service Reserve, ERF Reserve, General Reserve, ICR Reserve, Investment Interest Use, and PCRR Financial Policies, and to initially fund the PCRR from excess funds transferred from the following reserves: \$17,500,000 from the General Reserve, \$3,400,000 from the Debt Service Reserve, and \$1,600,000 from the ERF Reserve.

Attachments

Memorandum

TO: Commission
Tom Sigmund

FROM: Phil Mentink

DATE: February 11, 2020

SUBJECT: Bayview Interceptor Construction Services Amendment No. 5: Additional Engineering Services

Background

Due to the unanticipated level of engineering effort and expanded schedule resulting from the difficulties encountered while advancing the original tunnel underneath I-41 and subsequent additional efforts to re-launch and attempt to complete the tunneling operation from the west, the original project budget and funding has been nearly expended. The remaining project budget for funding the engineering services provided by NEW Water's consultant is insufficient to allow Brown & Caldwell to continue to provide engineering oversight and assistance with contract administration up to revised project completion.

In order to ensure continued oversight of the project during the rescue and recovery phase of the stranded tunneling equipment underneath I-41 and during the resumption of the tunneling operations and installation of the replacement interceptor sewer, NEW Water requested Brown and Caldwell to provide a proposal for the additional cost to provide engineering services that will be incurred based on the updated level of effort and schedule projected by the contractor in its rescue and recovery plan and plan to complete the installation of the replacement interceptor sewer.

Per NEW Water's request, Brown and Caldwell has provided proposed Amendment No. 5 in the amount of \$419,875.

The following table summarizes the project financials to date:

	<u>Date</u>	<u>Contract Amount</u>	<u>Contingency</u>	<u>Project Funding</u>	<u>Project Contingency Balance</u>
Original Agreement	9/30/2016	\$420,902	\$ 42,000	\$462,902	\$ 42,000
Amendment No. 1	1/20/2017	\$ 12,459	\$ 0	\$462,902	\$ 29,541
Subtotal		\$433,361			
Commission Approval of Additional Contingency	2/28/2018		\$ 90,000	\$552,902	\$119,541
Amendment No. 2	3/9/2018	\$ 41,111	\$ 0	\$552,902	\$ 78,430
Subtotal		\$474,472			

Amendment No. 3	5/23/2018	\$ 33,438	\$ 0	\$552,902	\$ 44,992
Subtotal		\$507,910			
Amendment No. 4	12/10/2019	\$100,508	\$0	\$653,410	\$ 44,992
Subtotal		\$608,418			
Amendment No. 5	Proposed	\$419,875	\$0	\$1,073,285	\$ 44,992
		\$1,028,293			

Recommendation

NEW Water staff recommends accepting Amendment No. 5 to fund the additional engineering services provided by Brown and Caldwell in the amount of \$419,875.

Commission Action

Request Commission approval of Amendment No. 5 for the Bayview Interceptor Replacement Project with Brown and Caldwell for additional engineering services in the amount of \$419,875.

Attachment

Memorandum

TO: Commission
Tom Sigmund

FROM: Robert Brown

DATE: February 7, 2020

SUBJECT: 2018 Motor Control Center Replacement Project #18-015, Change Order No. 2

Background

The ongoing systematic replacement of outdated motor control center (MCC) equipment throughout the Green Bay Facility resulted in development of the 2018 MCC Replacement Project (#18-015). On December 5, 2018, the Commission approved a request to award a construction contract for the project to Northern Electric Inc. A construction contingency of \$211,000 was approved in addition to the contract amount of \$2,109,000. The work is nearing completion, and to date a single change order of \$35,254 has been issued. Recent evaluation of the required integration of new components with existing systems revealed that several old local control panels should be either replaced or eliminated to optimize installation and operational efficiencies. The resulting proposed Change Order No. 2 is a compilation of four separate NEI Change Requests that together exceed the \$100,000 approval limit of the Executive Director. Additional Change Order Requests to complete the project are not expected.

Contingency expenditures can be summarized as:

Approved Contingency	\$211,000.00
Change Order No. 1	\$35,253.70
Proposed Change Order No. 2	\$137,360.70
Remaining Contingency	\$38,385.60

Recommendation

Staff recommends Commission approval of the 2018 MCC Replacement Project Change Order No. 2 in the amount of \$137,360.70.

Commission Action

Request Commission approval for Northern Electric Inc. to provide additional services as outlined in Change Order No. 2 for the 2018 MCC Replacement Project in the amount of \$137,360.70.

Attachment: Change Order No. 2



Memorandum

TO: Commission
Tom Sigmund

FROM: William Angoli

DATE: February 11, 2020

SUBJECT: Resource Recovery and Electrical Energy (R2E2) Project – Contract 35 Solids Building 300
Demolition Change Order No. 1

Background

On June 26, 2019, the Commission approved and awarded the R2E2 Contract 35 Solids Building 300 Demolition Project to C.D. Smith Construction, Inc. for a contract amount of \$4,186,000. As part of the approval, the Commission approved a construction contingency amount of \$209,300 to use for construction change orders under the Executive Director's approval. Change Order No. 1 is being brought forward to the Commission because it exceeds the Executive Director's approval limit of \$100,000.

The HVAC equipment for this work was to be originally included in Contract 34 solids building 300 wall construction. The new equipment was held up by customs at the Canadian/US border and the manufacturer was not provided a time for release from each government. To enable close out of Contract 34 it was determined to include this HVAC work as part of a change order to Contract 35. The equipment is to replace the original HVAC equipment formerly housed in the now demolished solids building. The new unit is sized for reduced air handling requirements to serve the remaining areas of the structure. Total cost to install the HVAC equipment and ductwork is \$164,650.33.

The effluent reuse project to serve the new Green Bay Packaging paper mill and future customers requires underground piping through road areas that will be reconstructed this spring as part of the R2E2 Contract 35 project. Staff and the engineer reviewed options on how to proceed including delaying the road work or cutting through the brand new road. We agreed that the best approach would be to perform this section of the effluent reuse force main as a change order to Contract 35. Total cost to install the twin 12-inch HDPE pipelines is \$126,761.72.

See attached Change Order No. 1 for summary and cost of each request for compensation for this change order. Total cost for Change Order No. 1 is \$291,412.05.

The table below is a summary of all change orders (not including Change Order No. 1 and remaining contingency):

Total Commission Approved Change Orders to Date	\$0
Contingency Approved	\$209,300
Total Changes Orders Approved Under \$100,000	\$0
Remaining Contingency	\$209,300

Change Order No. 1 would bring Contract 35 amount to \$4,477,412.05. Staff is advising to keep the existing approved contingency of \$209,300 available for use through the remainder of the project.

Recommendation

Staff recommends Commission approval of Contract 35 Solids Building 300 Demolition Change Order No. 1 in the amount of \$291,412.05.

Commission Action

Request Commission approval of Contract 35 Solids Building 300 Demolition Change Order No. 1 in the amount of \$291,412.05.

Attachment

cc: Nathan Qualls

Memorandum

TO: Commission
Tom Sigmund

FROM: William Angoli

DATE: February 12, 2020

SUBJECT: Effluent Reuse Pump Station and Force Main Contract

Background

On September 9, 2018, the Commission approved working with Green Bay Packaging (GBP) to provide treated effluent as a water source as part of its new paper mill and Jacobs Engineering to provide design services for the Effluent Reuse Pump station. At the December 4, 2019 Commission meeting, the Effluent Reuse Pump Procurement was awarded to L. W. Allen for the Effluent Pump Station and Force Main contract.

On February 10, 2020, NEW Water received one bid from C.D. Smith Construction, Inc. for the Effluent Reuse Pump Station and Force Main construction project contract despite prequalifying four contractors to provide bids for the project.

Bidder	Contract Amount
C.D. Smith Construction, Inc.	\$3,490,000

The engineer's opinion of probable cost for this construction project was \$3,400,000.

The project is designed to deliver up to 3.2 million gallons per day of the NEW Water Green Bay Facility effluent for Green Bay Packaging's use at its new paper mill. The system will have some ability to expand for other users in the future; however, additional components and construction would likely be necessary.

Recommendation

NEW Water staff recommends Commission to award C.D. Smith Construction, Inc. the Effluent Reuse Pump Station and Force Main contract in the amount of \$3,490,000 and a 5% contingency of \$174,500 to be administered under the authority of the Executive Director subject to approval of agreements that clarify Green Bay Packaging's and Brown County's responsibility for the associated costs.

Commission Action

Request Commission approval to award the Effluent Reuse Pump Station and Force Main contract to C.D. Smith Construction, Inc. in the amount of \$3,490,000 and a 5% contingency of \$174,500 under the

authority of the Executive Director for a total authorized amount of \$3,664,500 subject to approval of agreements that clarify Green Bay Packaging's and Brown County's responsibility for the associated costs.

Attachment: Engineer's Recommendation

cc: Nathan Qualls

Memorandum

TO: Commission
Tom Sigmund

FROM: Bill Angoli

DATE: February 11, 2020

SUBJECT: Services During Construction for Effluent Reuse Pump Station and Force Main Contract

Background

NEW Water has negotiated Amendment No. 2 with Jacobs Engineering Group, Inc. to provide professional engineering services associated with the construction of the proposed Effluent Reuse Pump Station and Force Main Contract as designed. Services include:

- Contract administration of the construction contract
- Regulatory agency coordination
- Shop drawing review
- Resolution of contractor's request for information and issuing clarifications of contract requirements
- On-site observation of the construction
- Coordinating and issuing work change directives, change orders, and review of the contractor's request for payment
- Programming and startup services
- Prepare record drawings of the completed construction

The amendment also includes additional design changes to include fiber optic communications and revisions to the effluent disinfection system.

The agreement provides professional liability insurance coverage of \$5,000,000 per occurrence and \$10,000,000 in the aggregate.

Recommendation

Staff recommends Commission approval of Amendment No. 2 to authorize Jacobs Engineering Group, Inc. to provide engineering construction related services for Effluent Reuse Pump Station and Force Main in the amount of \$564,960 with a 5% contingency of \$26,164 to be administered under the authority of the Executive Director for a total project amount of \$591,124 subject to approval of agreements that clarify Green Bay Packaging's and Brown County's responsibility for the associated costs.

Commission Action

Request Commission approval of Amendment No. 2 for Jacobs Engineering Group, Inc. to provide construction related services for the Effluent Reuse Pump Station and Force Main contract in the amount of \$564,960 and a 5% contingency of \$26,164 under the authority of the Executive Director for a total project amount of \$591,124 subject to approval of agreements that clarify Green Bay Packaging's and Brown County's responsibility for the associated costs.

Attachments

cc: Nate Qualls

Memorandum



TO: Commission
Tom Sigmund

FROM: William Angoli

DATE: February 10, 2020

SUBJECT: Resource Recovery and Electrical Energy (R2E2) Project – Contract 34 Digestion and Solids Facility – Change Order No. 54

Background

On June 24, 2015, the Commission approved and awarded the R2E2 Contract 34 Digestion and Solids Facility Project to C.D. Smith Construction, Inc. for a contract amount of \$130,900,000. As part of the approval, the Commission approved a construction contingency amount of \$3,027,000 to use for construction change orders under the Executive Director’s approval. To date staff have brought 15 change orders (see attached Change Order Summary) to the Commission for approval, which exceeded the \$100,000 approval limit of the Executive Director and required Commission approval. There have also been 38 change orders under the \$100,000 limit (see attached Change Order Summary) approved under the Executive Director’s authority.

This change order finalizes all cost for Contract 34 Digestion and Solids Facility. Staff, engineer, and contractor finalized the last six work change directives, field orders, allowance reconciliations and the waste heat exchanger reimbursement for repairs and piping.

See attached Change Order No. 54 for summary and cost of each request for compensation for this change order.

The table below is a summary of all change orders (not including Change Order No. 54) and remaining contingency:

Total Approved Change Orders to Date	\$4,440,704.46
Contingency Approved	\$3,027,000.00
Total Change Orders Approved Under \$100,000	\$2,127,060.04
Remaining Contingency	\$899,939.96

Through Change Order No. 54 we have had a total of \$4,292,135.50 in change orders, which would bring Contract 34 contract amount to \$135,192,135.50. The overall change order rate for Contract 34 was 3.28%. This change order includes the final costs for Contract 34 R2E2 Contract 34 Digestion and Solids Facility to close out the contract.

Recommendation

Staff recommends Commission approval of Contract 34 Digestion and Solids Facility Change Order No. 54 in the amount of (\$148,568.96).

Commission Action

Request Commission approval of Contract 34 Digestion and Solids Facility Change Order No. 54 in the amount of (\$148,568.96).

Attachments

cc: Nathan Qualls

Commission Approved Change Orders

Construction Change No	Description	Amount
<u>COO-1</u>	RFQ-1, RFQ-3	(\$627,556.00)
<u>COO-2</u>	RFQ-2, RFQ-4	(\$610,228.00)
<u>COO-6</u>	Claim No. 1, RFC – 029.1, 041, 042, 043, 048.1, 049.1, 050, 053, 055, 047, 061.1, 062.1, 066, 056, 059, 032.2, 030.2	\$114,170.04
<u>COO-8</u>	RFC – 079.1 Arc Flash Mitigation Modifications	\$378,337.33
<u>COO-18</u>	FO – 092, 093, 094, RFC – 039.2, 125.2, 140.1, 141.1, 159, 168.1, 171, 174, 176.1	\$190,903.61
<u>COO-26</u>	RFC – 246	\$100,878.59
<u>COO-32</u>	RFC – 272.1	\$323,649.19
<u>COO-40</u>	RFC - 399.1	\$103,069.99
<u>COO-45</u>	RFC-409	\$115,334.31
<u>COO-48</u>	FO-149, Natural Gas Credit, RFC-295.1, 297.1, 320.3, 372.1, 401.2, 415.1, 423, 445, 448.1, 449, 450, 451.1, 453, 454.1, 456, 457, 458, 459, 460, 461.1, 462	\$163,283.39
<u>COO-49</u>	RFC-424.1, 425.1, 426.1, 463.1, 464.1, 465.1, 466, 467, 468, 469.1, 446, 447.1, 472.1, 286.1, 341.1, 355.1, 365.1, 367.3, 395, 404, 421.1, 452, 291.1, 345.1, 429, 455, 473, 475, Hazardous Material Credit	\$240,723.23
<u>COO-50</u>	WCD-272	\$732,040.94
<u>COO-51</u>	WCD-272.2	\$946,433.66
<u>COO-52</u>	WCD-272.1 and WCD 272.2 CD Smith Invoices 5 & 6, J F Ahern Invoices 5 & 6, Northern Electric Invoices 8 & 9	\$214,392.72.
<u>COO-53</u>	RFC-340.1, 441.1, 471.1, 496, 502, 503.1, 504, 505, 506, 507, 508, 509, 510.1, 511, 512, 513, RFQ-074	\$443,743.94
Total		\$2,313,644.42

Change Orders Approved Under \$100,000

Construction Change No.	Description	Value
CCO-03	FO – 11.1, RFC – 002.1, 008.1, 009.2, 013.2, 014.2, 016, 20.3, 022.2, 023.1, 024.1, 025	\$18,988.69
CCO-04	RFC – 007.1, 010.2, 017.1, 021.1, 026, 027.1, 028, 031.4, 033.2, 035	(\$20,293.58)
CCO-05	FO – 001, 003, 005, 006, 007, 008, 009, 010, 012, 014, 015, 018, 020, 021, 022, 023, 024, 025, 026, 030, 032.1, 034, 035, 036, 040	\$0
CCO-07	Suez Delivery Dates	\$0
CCO-09	RFC – 006.2, 045.1, 051.1, 054.1, 057, 063.2, 065.1, 067.2, 068.1, 069.1, 070.1, 071, 072	\$30,170.90
CCO-10	RFC – 058.3, 060.1, 064.1, 076, 077.1, 081, 082, 083.1, 080.2, 036.3, 084, 088, 091, 093	\$72,889.14
CCO-11	Various Field Orders	\$0
CCO-12	RFC-052.3, 074.2, 075, 085.1, 086.1, 087, 089, 090.2, 094.1, 095.1, 098, 099, 102, 103.1, 104, CCO Adjustment	\$38,819.61
CCO-13	RFC – 073.3, 97.2, 101.1, 107.1, 111, 112, 114.1, 117	\$90,961.30
CCO-14	RFC – 092.1, 109.2, 115.1, 118.1, 119.1, 120.1, 121.1, 124.2, 127, 128.1, 129.1, 130.1, 133, 135.1, Claim No. 4	\$93,334.19
CCO-15	RFC – 019.4, 038.1, 131.2, 132.2, 134.1, 136.1, 138.1, 143, 145, 148, 157	\$76,339.10
CCO-16	RFC – 78.2, 122.2, 137.1, 139.1, 146, 150, 153, 155, 158, 162, 163, 165, 169.1, 170.1	\$36,302.30
CCO-17	FO – 066, 075, 076, 077, 078, 079, 080.1, 081, 082, 083, 084, 085, 086, 088, 089, 090, 090.1, 091	\$0
CCO-19	FO – 095, 096, 097, RFC – 044.1, 144.1, 151.3, 164.1, 166, 172, 173, 177.1, 178, 192.2, 181.1, 183	\$61,108.98

CCO-20	FO – 037, 043, 070, 100, 101, 102, 103, 104, RFC – 154.1, 184.1, 188.1, 189.1, 190.2, 191.1, 194.1	\$58,165.55
CCO-21	FO – 105, 107, RFC – 175.1, 187.2, 193.2, 195.1, 196.1, 197.2, 199.2, 201.1, 203, 204	\$93,580.88
CCO-22	FO – 109, 111, RFC – 160.1, 202, 210, 212.1	\$72,672.78
CCO-23	FO – 108, RFC – 192.1, 198.4, 200, 207.1, 215.4, 217, 218, 220, 221, 224	\$71,555.64
CCO-24	RFC – 147.2, 208, 213.3, 214.2, 225, 228, 230, 231, 232, 235, 236.1, 239, 241.1, 242, 247, 249, 256.1	\$46,591.40
CCO-25	RFC – 227.3	\$92,575.18
CCO-27	FO – 113, RFC – 205.1, 222.1, 251.1, 252.1, 253, 262, 264, 265, 266, 267, 270	\$62,393.31
CCO-28	FO – 114, 115, 116, 117, 118, 120, RFC – 161.1, 182.1, 219.2, 223.1, 267.1, 233.1, 234.2, 248.1, 274, 275, 276, 277	\$47,340.93
CCO-29	FO – 121, 122, 123, RFC – 243.4, 245.3, 250.3, 257, 259.1, 268, 269.1, 278, 279.1	\$65,912.72
CCO-30	FO – 119, 124, 125, 129, RFC – 237.2, 238.3, 280, 281, 282, 283, 284	\$86,611.55
CCO-31	FO – 131, 132, RFC – 271, 285, 287, 288.1, 289, 290, 293.1, 296, 298	\$48,733.28
CCO-33	FO – 133, RFC – 299.1, 301, 302, 305, 306.1, 307	\$79,957.93
CCO-34	RFC-331	\$63,441.00
CCO-35	FO – 135.1, RFC – 261, 263, 294.2, 300, 303.2, 309.1, 317, 318.1, 317, 318.1, 319, 321	\$89,788.33
CCO-36	FO – 136, 137.1, 310, 311, 312, 316, 322, 323.1	\$46,009.84
CCO-37	RFC – 330	\$42,294.00
CCO-38	FO – 127, 138, 141, 142, RFC – 304, 314, 315, 324, 325, 326, 327, 328, 329, 332, 333, 334, 335, 336, 337, 338, 339	\$42,860.12
CCO-39	FO – 139, 140, 147, RFC – 240.1, 244.2, 254.1, 255.2, 313.1, 342, 344, 346, 347, 348, 349, 350, 351, 352, 353, 354, 357, 358	\$69,571.69
COO-41	FO -146, 148, RFC – 152.1, 360, 361, 362, 363, 364, 366.1, 371, 373, 379.1, 380, 381, 382.1, 383.1, 384.1, 390	\$83,238.67
COO-42	RFC – 368, 375, 376, 385, 386.1, 387, 388.1, 389, 391, 392.1, 393, 394	\$61,660.83
COO-43	FO-141.1, RFC – 359, 370, 377, 378.2, 397, 398, 405	\$81,960.77
COO-44	RFC – 356, 374.1, 400.1, 402.1, 403.1, 406.1, 407.1, 408, 410.1, 412, 413, 416, 417, 420	\$75,595.21
COO-46	FO-141.2, 150, 151, 152, RFC – 258.2, 369.1, 414, 419, 422, 427.1, 428, 432, 434.1, 436	\$57,566.15
COO-47	RFC-396.1, 418, 433.2, 435.1, 437, 438.1, 439.1, 440, 442, 443, 444, Travelers Credit for Digester Cover and Substantial Completion Date of Milestone No. 5	\$88,361.65
Total		\$2,127,060.04

Memorandum

TO: Commission
Tom Sigmund

FROM: William Angoli

DATE: February 10, 2020

SUBJECT: Resource Recovery Electrical Energy Contract 34 Digestion and Solids Facility – Contract Close Out and Final Payment

Background

On June 24, 2015, the Commission approved and awarded the R2E2 Contract 34 Digestion and Solids Facility Project to C.D. Smith Construction, Inc. for a contract amount of \$130,900,000. As part of the approval, the Commission approved a 2% construction contingency amount of \$3,027,000 to use for construction change orders under the Executive Director's approval. The work performed under this contract included modifications to primary sludge pumping, aeration basins, waste activated sludge thickening and pumping, sludge holding tanks mixing and pumping, digesters, methane gas cleaning system, generators, centrifuges and dewatered sludge pumping fluid bed incineration sludge dryer, plant heating boiler and nutrient removal system.

C.D. Smith has completed all work in accordance with the contract documents and is ready for close out and final payment. Project costs can be summarized as follows:

Original Contract Amount:	\$ 130,900,000.00
Contract Amendments:	\$ 4,292,135.50
Total Contracted Amount:	\$135,192,135.50

Recommendation

Staff recommends Commission approval to close out the Resource Recovery and Electrical Energy Contract 34 Digestion and Solids Facility construction contract and issue final payment to C.D. Smith Construction Co., Inc. in the amount of \$270,137.91.

Commission Action

Request Commission approval to close out the Resource Recovery and Electrical Energy Contract 34 Digestion and Solids Facility construction contract and issue final payment of \$270,137.91 to C.D. Smith Construction Co., Inc.

Attachment: Final Monthly Construction Progress Report

cc: Nathan Qualls

Monthly Construction Progress Report

Project Name: R2E2 - Contract 34 Digestion and Solids Facility
 Project Number: 08-503-CO2
 Report Number: 37
 Reporting Period: January 8 to February 11, 2020
 Project Manager: William Angoli

Contractor: CD Smith	
Contract Cost (As of Last Approved Pay Request)	Contract Time
	<u>Date</u>
A. Original Contract Sum:	<u>\$130,900,000.00</u>
B. Net Change by Change Orders:	<u>\$3,996,960.52</u>
C. Contract Sum to Date (A+B):	<u>\$134,896,960.52</u>
D. Total Complete and Stored to Date:	<u>\$134,514,003.65</u>
E. Retainage:	<u>\$35,750.00</u>
F. Total Earned Less Retainage (D-E):	<u>\$134,478,253.65</u>
G. Previous Payments:	<u>\$134,294,504.82</u>
H. Balance to Final Completion (C-F):	<u>\$418,706.87</u>
	Contract Milestones
	Do milestones apply?
	Yes

If yes, list:		
	Number of days from NTP	Date
Notice To Proceed Date		Jul 20 15
Milestone No. 1 Stormwater Pond and Water Main Backflow Prevention System	120	Nov 16 15
Milestone No. 2 Septage Receiving at HSW Site	180	Jan 15 16
Milestone No. 3 Septage Receiving Facility	450	Oct 11 16
Milestone No. 4 Solids Facility	910	Jan 14 18
Milestone No. 5 Digestion and Bio Gas System	970	Mar 15 18
Milestone No. 6 Nutrient Recovery System	1000	Apr 14 18
Milestones Completed:		
Milestone No. 1 Stormwater Pond and Water Main Backflow Prevention System by November 16, 2015		
Milestone No. 2 Septage Receiving at HSW Site by January 15, 2016		
Milestone No. 3 Septage Receiving Facility by October 11, 2016		
Milestone No. 4 Solids Facility – August 31, 2018		
Milestone No. 5 Digestion and Bio Gas System – December 7, 2018		
Milestone No. 6 Nutrient Recovery System – June 30, 2019		

Contingency	
Authorized Amount:	\$3,027,000.00
Amount Used:	\$1,875,217.60

<u>Commission Approved Change Orders</u>	<u>Amount</u>
<u>COO-1</u>	(\$627,556.00)
<u>COO-2</u>	(\$610,228.00)
<u>COO-6</u>	\$114,170.04
<u>COO-8</u>	\$378,337.33
<u>COO-18</u>	\$190,903.61
<u>COO-26</u>	\$100,878.59
<u>COO-32</u>	\$323,649.19
<u>COO-40</u>	\$103,069.99
<u>COO-45</u>	\$115,334.31
<u>COO-48</u>	\$163,283.39
<u>COO-49</u>	\$240,723.23
<u>COO-50</u>	\$732,040.94
<u>COO-51</u>	\$430,901.13
<u>COO-52</u>	\$214,392.72
<u>COO-53</u>	\$443,743.94
<u>COO-54 (pending approval)</u>	(\$148,568.96)

Work Progress

Contract Budget Spent (D/C): 100% Contract Work Completed: 100%

Project Activity

All parties are working on remaining issues for closing out the project.

Services During Construction

Present services during construction budget has been depleted with the continuing efforts to close out the project. These items include the waste heat exchanger damages and re-design, reversing screw changes, sand in the windbox, odorous air control system, and project management. Staff will be coming to the March Commission meeting with an amendment for this additional work.

Outstanding Issues

None

Issues Resolved

The following issues have been resolved:

- Sludge reversing screw conveyor solids handling capacity – recommendations have been made for mechanical equipment changes and accepted. Contractor to cover cost of material and NEW Water will cover cost of installation.
- Thermal oil waste heat exchanger repair costs – staff, engineer and contractor have agreed on a reimbursement cost for waste heat exchanger repairs and piping.
- Manufacturer will be providing a demister spray system to protect the carbon within the odorous air system from moisture. Tank manufacturer will come on site in spring to repair tank cracks and check tank bulging concerns.
- Sand in incinerator wind box – contractor has made changes to the piping that delivers air to the incinerator sand bed, called tuyeres. Staff have been monitoring the windbox for sand during operation and issue appears to be resolved.

Memorandum

TO: Commission
Tom Sigmund

FROM: William Angoli

DATE: February 10, 2020

SUBJECT: Sewer Plan Approvals

Background

The Village of Bellevue and Village of Hobart have submitted requests for approval for sanitary sewer plans. Location maps are attached. These requests include the following:

Village of Bellevue Sanitary Sewer Extension Contract B-20; GBMSD Request 2020-04 includes 338 feet of 8-inch PVC sanitary sewer in the right-of-way of Manitowoc Road starting from Manitowoc Court/Manitowoc Road, changing to 974 feet of 8-inch CIPP sanitary sewer within the right-of-way of Manitowoc Road to Greenbrier Road. Flow will be tributary to the East Tower Drive Interceptor.

Village of Hobart Sanitary Sewer Extension Contract No. 2320-20-05 Southwest Estates Culvert Crossing; GBMSD Request #2020-05 includes 270 feet of 8-inch SDR 35 PVC in the right-of-way of Copilot Way extending to Lear Lane. Flow will be tributary to the Ashwaubenon Creek Interceptor.

Recommendation

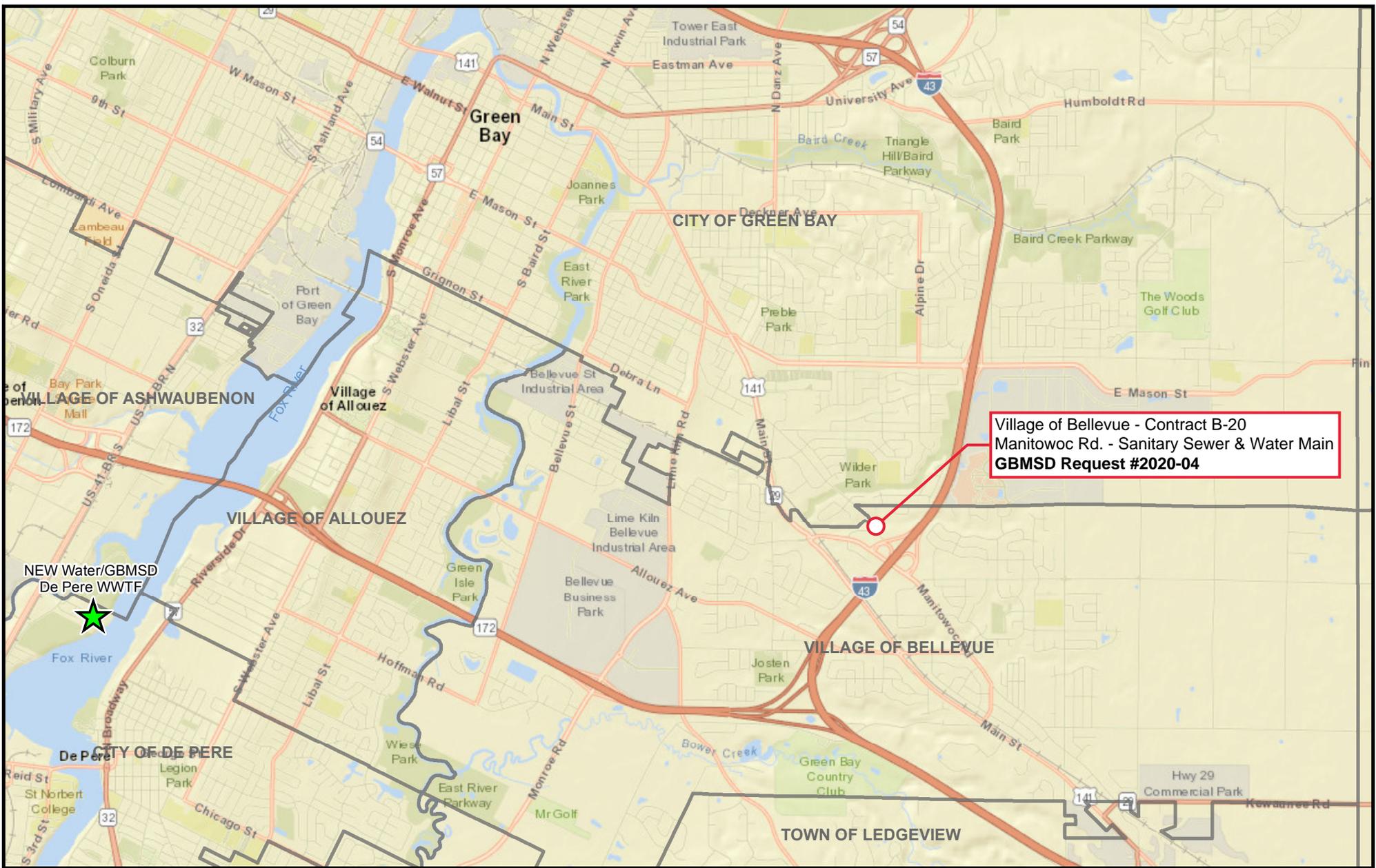
Staff recommends Commission approval of the Village of Bellevue and Village of Hobart plans for the proposed sewers to serve land located within NEW Water. This approval is subject to favorable approval recommendations from Brown County Planning and final approval by the Wisconsin Department of Natural Resources.

Commission Action

Request Commission approval of the Village of Bellevue and Village of Hobart sewer plans.

Attachment

cc: N. Qualls
File

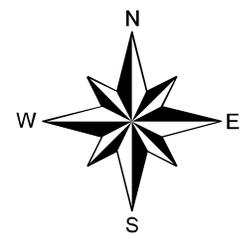


LEGEND

□ Municipal Boundaries

FEBRUARY 2020

GBMSD Sewer Plan Approval Request Locations



CONSTRUCTION DRAWINGS FOR MANITOWOC RD - SANITARY SEWER & WATER MAIN

CONTRACT B-20
VILLAGE OF BELLEVUE
BROWN COUNTY, WI
JANUARY 2020

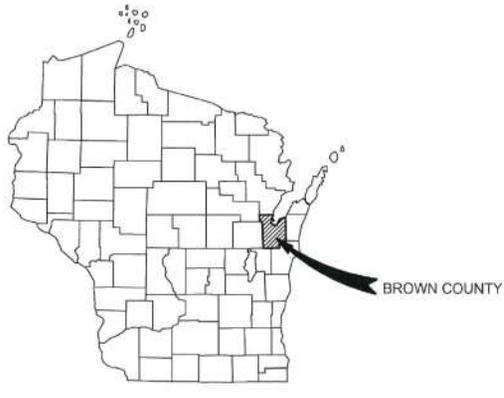
FOR REGULATORY
REVIEW 2/5/20

G. B. M. S. D. PLAN APPROVAL
 REQUEST NO. GBMSD #2020-04
 PROJECT NO. VILLAGE OF BELLEVUE B-20
 EXAMINED BY R. REINHART DATE 2/5/20
 APPROVED BY G.B.M.S.D. COMMISSION
 MOTION NO. _____ DATE _____

Prepared By



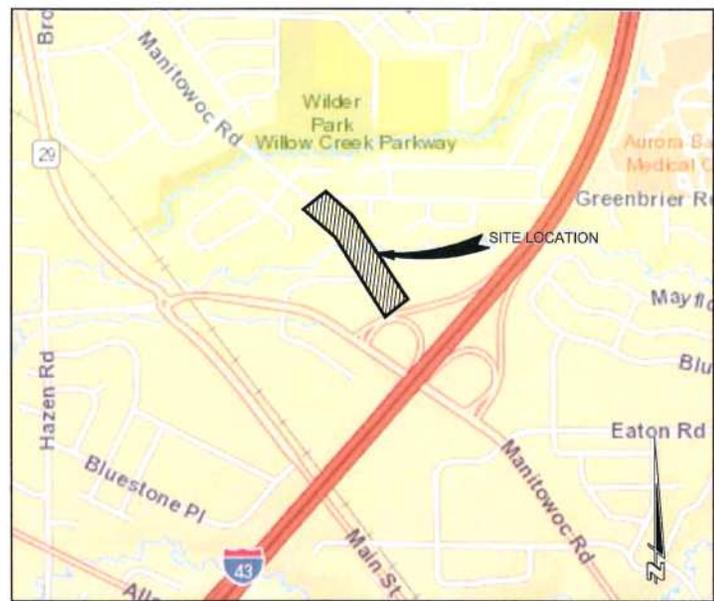
PROJECT I.D. 04914-0146



COUNTY LOCATION MAP

INDEX TO DRAWINGS	
SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	STANDARD SYMBOLS ABBREVIATIONS & STAMPS
3	SITE LAYOUT, TRAFFIC CONTROL & EROSION CONTROL PLAN
4 - 5	REMOVAL, ABANDONMENT & RESTORATION PLANS
6 - 9	PLAN & PROFILE
10 - 16	STANDARD DETAILS

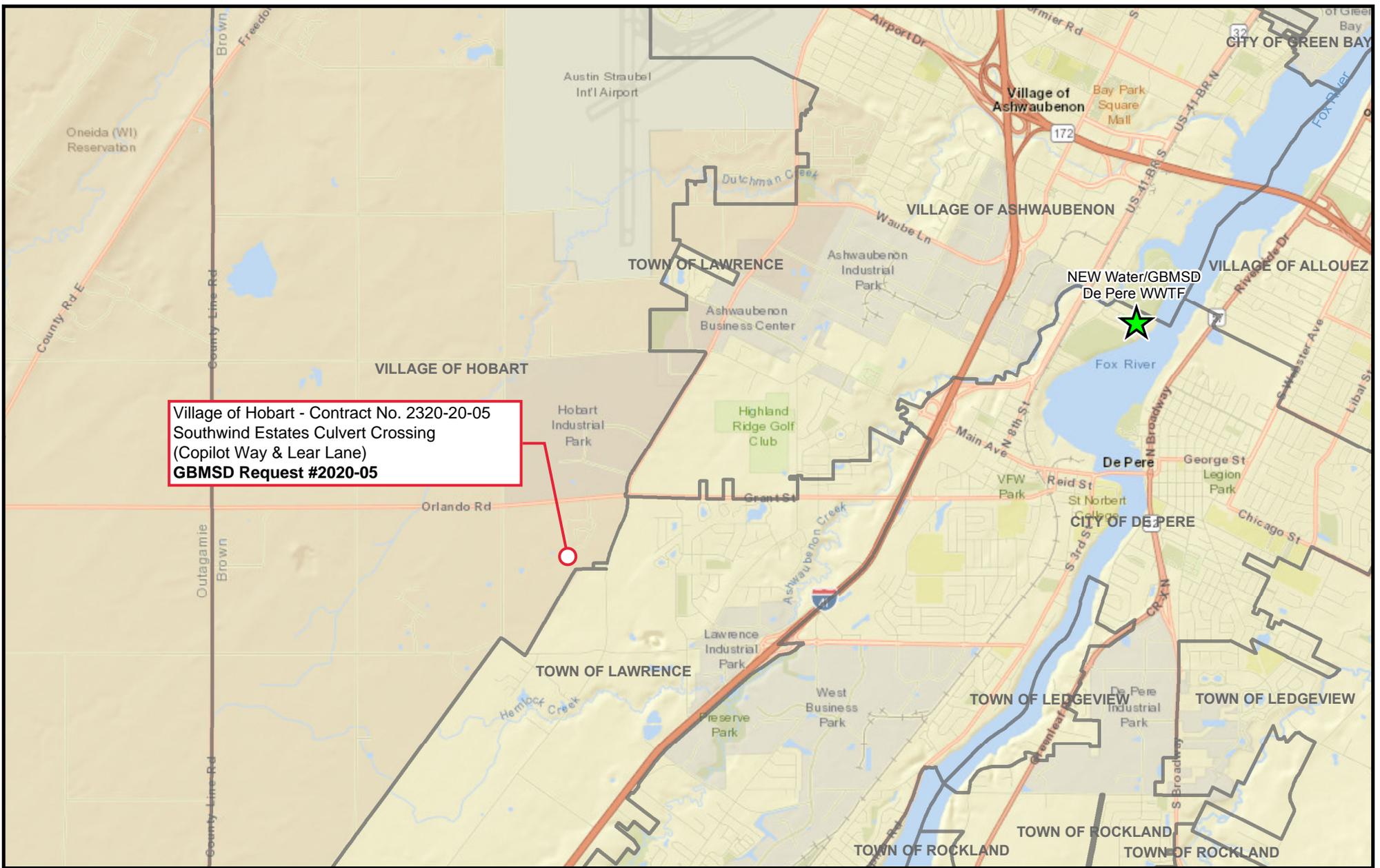
STAMPS



SITE LOCATION MAP

ATTENTION:
 DOWNLOADED PLANS ARE NOT SCALABLE, NEITHER THE OWNER NOR THE
 ENGINEER SHALL BE HELD RESPONSIBLE FOR THE SCALE OR PRINT
 QUALITY OF DOWNLOADED PLANS. ONLY PRINTED PLANS FROM CEDAR
 CORPORATION SHALL BE CONSIDERED TO BE SCALABLE PLANS.

I:\Clients-City\181914 Bellevue Village\18148 Contract 120 - Manitowoc Rd - Sanitary Sewer-Water Main (Greenbrier Rd Area)\100_Cad\DWG\Manitowoc Rd Cover and Details.dwg 07/26/20 3:24:39 PM

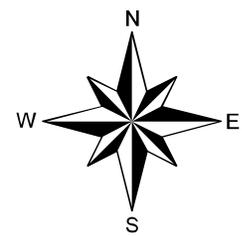


LEGEND

□ Municipal Boundaries

FEBRUARY 2020

GBMSD Sewer Plan Approval Request Locations



Monthly Construction Progress Report

Project Name: R2E2 - Contract 35 Solids Building 300 Demolition
 Project Number: 08-503-CO3
 Report Number: 4
 Reporting Period: January 8 to February 10, 2020
 Project Manager: William Angoli

Contractor: CD Smith			
Contract Cost (As of Last Approved Pay Request)		Contract Time	
	<u>Amount</u>		<u>Date</u>
A. Original Contract Sum:	\$4,186,000	Original Substantial Completion:	<u>8/5/2020</u>
B. Net Change by Change Orders:	\$0	Original Contract Completion:	<u>10/4/2020</u>
C. Contract Sum to Date (A+B):	\$4,186,000	Revised Substantial Completion:	
D. Total Complete and Stored to Date:	\$1,387,346.72	Revised Final Completion:	
E. Retainage:	\$69,367.37	Actual Substantial Completion:	
F. Total Earned Less Retainage (D-E):	\$1,317,979.35	Actual Final Completion:	
G. Previous Payments:	\$923,119.43		
H. Balance to Final Completion (C-F):	\$2,868,020.65	Contract Milestones	
		Do milestones apply?	No

If yes, list:		
	Number of days from NTP	Date
Notice To Proceed Date		
Milestones Completed:		

Contingency	
Authorized Amount:	\$209,300
Amount Used:	\$0.00

Work Progress

Contract Budget Spent (D/C): 33% Contract Work Completed: 38%

Project Activity

The solids building segment requiring removal to the basement area has been completed and backfilled. All equipment within the building has been removed including stacks. Concrete from the solids building has been crushed and used in the backfilling. Contractor will be starting removal of remaining superstructure to the ground floor area. Contractor has worked with staff in coordinating sludge hauling during the demolition.

Engineer and staff continue to review shop drawings.

Construction Schedule

Contractor is on schedule to meet substantial completion date.

Outstanding Issues

Staff and engineer have provided the contractor with questions about their delay claim costs for review and response.

Issues Resolved

None

Monthly Construction Progress Report

Project Name: 2018 Motor Control Center Replacement
 Project Number: 18-015-CO
 Report Number: 3
 Reporting Period: 4/14/19 to 2/8/20
 Project Manager: Robert Brown

Contractor: Northern Electric, Inc.			
Contract Cost		Contract Time	
	<u>Amount</u>		<u>Date</u>
Original Contract Sum:	\$ 2,109,000.00	Original Substantial Completion:	12/3/19
Net Change by Change Orders:	\$ 35,253.70	Original Contract Completion:	1/2/20
Contract Sum to Date:	\$ 2,144,253.70	Revised Substantial Completion:	2/29/20
Total Complete and Stored to Date:	\$ 2,002,780.23	Revised Final Completion:	3/31/20
Retainage:	\$ 100,139.03		
Total Earned Less Retainage:	\$ 1,902,641.20	Contract Milestones	
Previous Payments:	\$ 1,757,123.76	Do milestones apply?	No
Balance to Finish with Retainage:	\$ 241,612.50	If yes, list:	

Contract Contingency

Authorized Amount: \$ 211,000.00 Amount Used: \$ 35,253.70

Work Progress

Contract Budget Spent: 82% Contract Work Completed: 89%

Work Accomplished During Reporting Period

All demo and replacement work in the Administration Building was finished. Multiple motor control centers, distribution panelboards, transformers, and starter panels were replaced on the tunnel, basement, and penthouse levels. Extensive branch and feeder conduit and wiring modifications were required to support the work. In the Center Mechanical area, the north half of MCC-001 was replaced along with multiple transfer switches, transformers, and distribution panels. Existing valve actuators and extensive wiring in Tunnel A were replaced to allow for integration of new equipment. In the South Complex, MCC-003 was replaced in the Mechanical Building while MCC and distribution panel work in the Electrical Building was started.

Work Scheduled for Next Reporting Period

Work will resume on the demo and replacement of MCC-002 in the South Complex Electrical Building, including reconfiguring some existing wiring. Cabinets and controls will be ordered to support change order revisions. Shutdown #21 will be initiated to allow for the demo and replacement of MCC-001 in the South Complex Electrical Building. Conduit and prep work for new control cabinets in Tunnel A will begin, and wires will be pulled and terminated when the cabinets are installed. Work will resume on Shutdown #13 to replace MCC-001 in the Center Mechanical Building.

Outstanding Issues

None.

Issues Resolved

None.



Old MCC-A1 in Tunnel of Administration Building



New MCC-001 and Distribution Panel PP-001 in Administration



Old MCC-B2 (S) in Center Mechanical Building



New MCC-001 (N) in Center Mechanical Building



Old IP-B11 Control Panel in Tunnel (CO#2 Proposed Replacement)



New Actuator for Air Valve AV-B5 in Tunnel

Monthly Construction Progress Report

Project Name: Bayview Interceptor Replacement
 Project Number: 10-621-CO1
 Report Number: 9
 Reporting Period: December 2019 – January 2020
 Project Manager: Phil Mentink

Contractor: PTS Contractors, Inc.			
Contract Cost		Contract Time	
	<u>Amount</u>		<u>Date</u>
Original Contract Sum:	\$ 4,926,930.00	Original Substantial Completion:	2/16/19
Net Change by Change Orders:	\$ 0.00	Original Contract Completion:	3/16/19
Contract Sum to Date:	\$ 4,926,930.00	Revised Substantial Completion:	9/30/19
Total Complete and Stored to Date:	\$ 2,286,429.31	Revised Final Completion:	10/30/19
Retainage:	\$ 228,642.93		
Total Earned Less Retainage:	\$ 2,057,786.38	Contract Milestones	
Previous Payments:	\$ 1,549,992.77	Do milestones apply?	No
Balance to Finish with Retainage:	\$ 2,640,500.69	If yes, list:	

Contract Contingency

Authorized Amount: \$ 492,693.00

Amount Used: \$ 0.00

Work Progress

Contract Budget Spent: 46%

Contract Work Completed: 46%

Work Accomplished During Reporting Period

The contractor has completed and submitted a plan for the rescue and recovery of the stalled tunneling equipment underneath I-41. The submittal includes a detailed rescue and recovery plan for the tunneling equipment, as well as a proposed plan for completing the tunnel crossing underneath the highway. NEW Water and Brown & Caldwell have reviewed the plan and support the proposed approach.

The contractor's proposed plan has also been forwarded to the Wisconsin Department of Transportation (WDOT) for review and concurrence with the proposed method for recovery of the stalled tunneling equipment and completion of the tunneling operation.

Work Scheduled for Next Reporting Period

A project coordination meeting will be scheduled with the contractor, the WDOT, Brown & Caldwell, and NEW Water to review and discuss the proposed plan. If the DOT has no objections, the contractor will be given the approval to proceed and it is anticipated the contractor would immediately re-mobilize to the site to begin the rescue and recovery phase of the plan.

Outstanding Issues

The extended construction period and need for engineering oversight by NEW Water's consultant will require an amendment of the engineer's Services During Construction agreement to provide additional funding necessary for the onsite construction observation and contract administration.

Issues Resolved

None

Memorandum

TO: Commission
Tom Sigmund

FROM: Patrick Wescott

DATE: February 14, 2020

SUBJECT: January 2020 Operations Report

CC: Bruce Bartel – Treatment
Pat Smits – Maintenance
Julie Maas – Environmental Compliance

Effluent Quality

Both facilities were in full compliance with all effluent limits for the month of January. The De Pere Facility tied performance records for Total Suspended Solids for average daily concentration, average pounds discharged per day, and for total pounds discharged per month.

Attached are graphs showing a rolling 12-month average for effluent quality and permit limits for both facilities.

Air Quality

The Green Bay Facility has submitted air permit deviation reports related to the Granular Activated Carbon (GAC) air pollution control device failure in November. Weekly status reports have been submitted to air regulators, as requested by the regulators, throughout the duration of the GAC outage. The weekly status reports contain updated information related to mercury emissions estimates, fluid bed incinerator operating dates and times, air pollution control equipment monitoring data, GAC repair updates, and mercury reduction efforts. While incinerating without the GAC, all other air pollution control systems and practices have operated in full compliance with permit limits. Staff is continuing to work through the process of determining the root cause of the GAC failure and returning the GAC to a fully functional state.

Resource Recovery

For the month of January, the solids processing facility generated 1,533 MWH of electricity. Bio-gas from the digestion process was utilized for the on-site electrical generation. Total bio-gas volume recovered was 222,724 CCF. This is 92.7% of the total volume produced. The remaining volume was sent through the waste gas flare. NEW Water received 1,588,734 gallons of high strength waste in January.

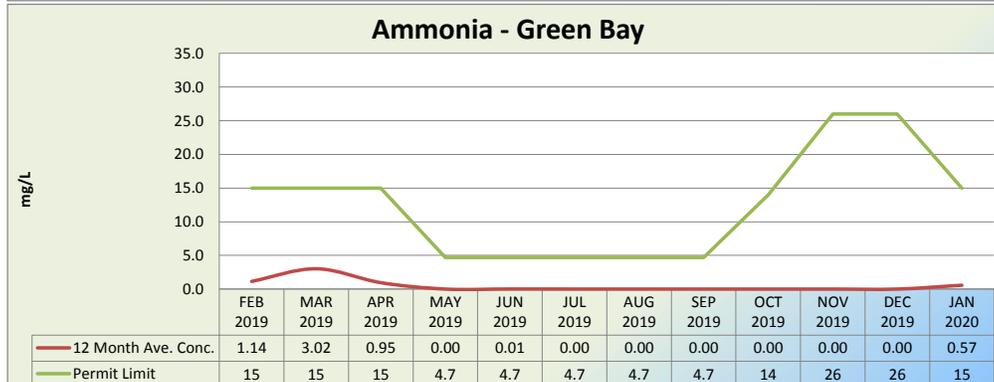
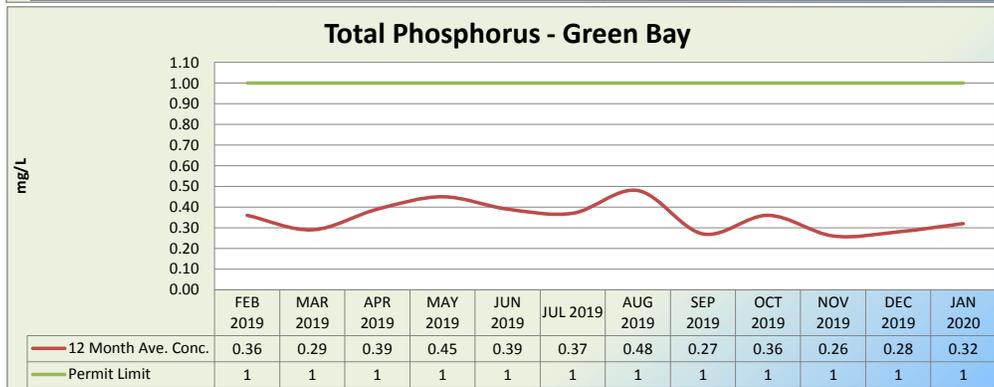
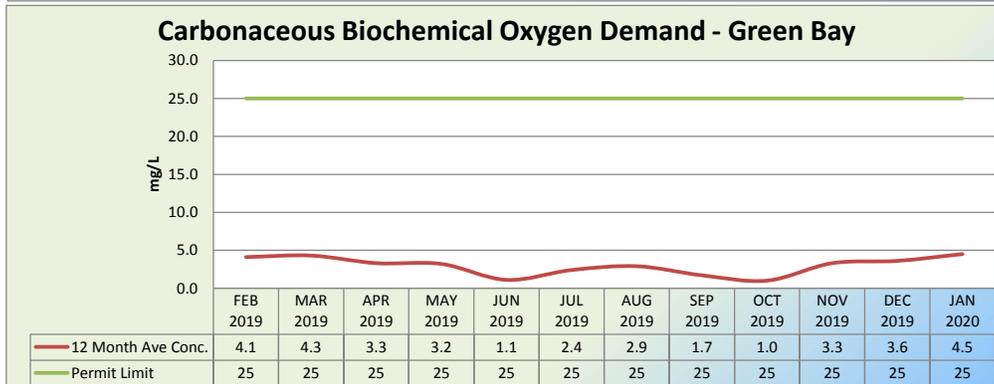
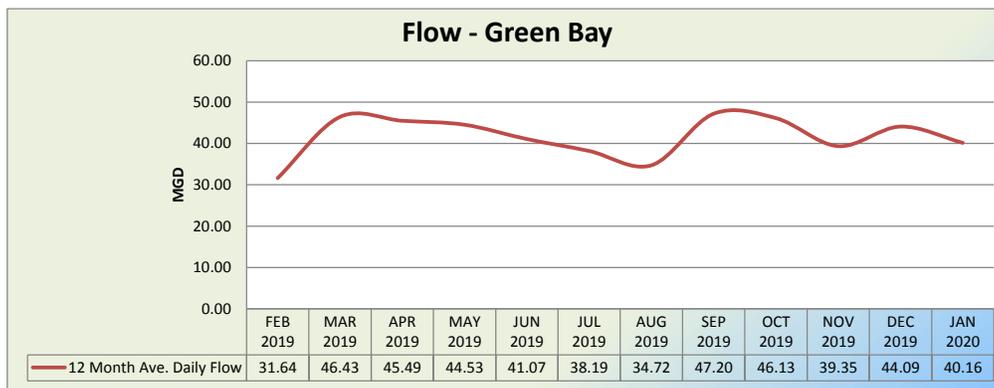
Attached is a graph showing a rolling 12-month average for energy utilization at the Green Bay Facility.



EFFLUENT QUALITY - CURRENT YEAR 2020 NEW Water (GBMSD) - GREEN BAY FACILITY															Ammonia Limits					
Permit Limits: 30 mg/L N/A 25 mg/L 1.0 mg/L															Jan-Apr. Monthly Avg = 15 mg/L May-Sept Monthly Avg = 4.7 mg/L Weekly Avg = 13 mg/L October Monthly Avg = 14 mg/L Weekly Avg = 38 mg/L Nov-Dec. Monthly Avg. = 26 mg/L					
MONTH	FLOW		TSS			T-BOD			C-BOD			T. PHOSPHORUS			AMMONIA			TKN		
	Million Gallons	MGD	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month
JAN	1,244.850	40.16	6.7	2,234	69,241	6.5	2,179	67,546	4.5	1,515	46,951	0.32	106	3,293	0.57	192	5,945	2.13	714	22,131
FEB																				
MAR																				
APR																				
MAY																				
JUN																				
JUL																				
AUG																				
SEP																				
OCT																				
NOV																				
DEC																				
Average	1,244.850	40.16	6.7	2,234	69,241	6.5	2,179	67,546	4.5	1,515	46,951	0.32	106	3,293	0.57	192	5,945	2.13	714	22,131
Total	1,244.850				69,241			67,546			46,951			3,293			5,945			22,131
All time record best(s) ->			2.0	425	13,187	2.0	336	10,267	0.2	52	1,556	0.11	27	803	0.00	0	0	0.67	170	5,125

The effluent quality was in compliance with all of the above permit parameters for January 2020.

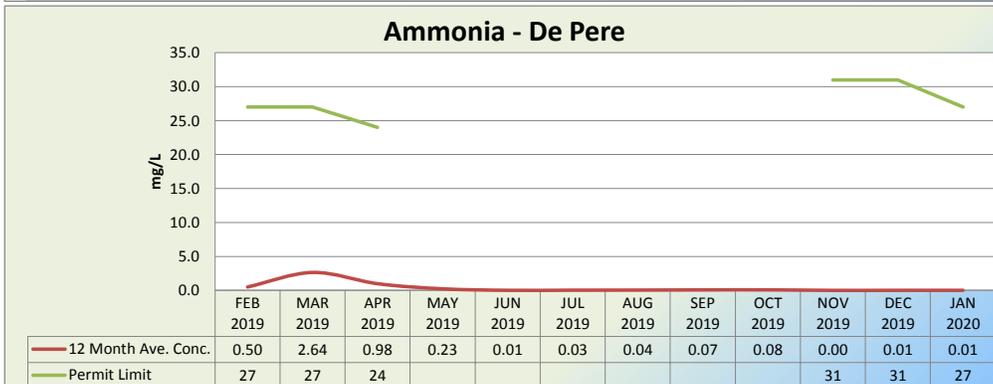
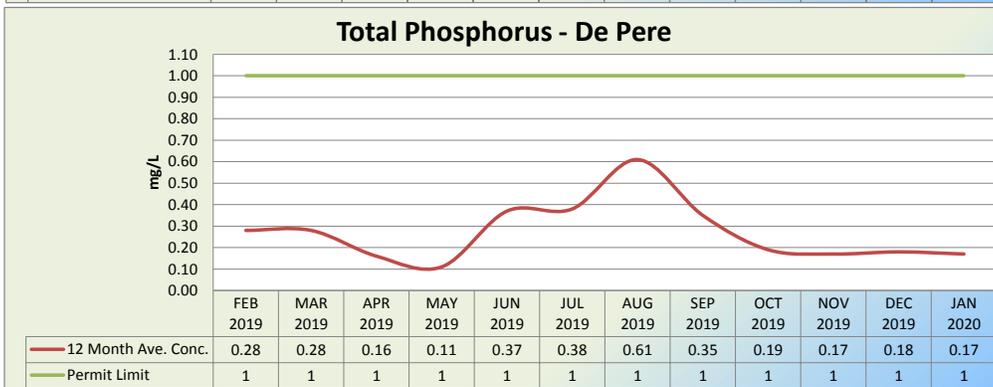
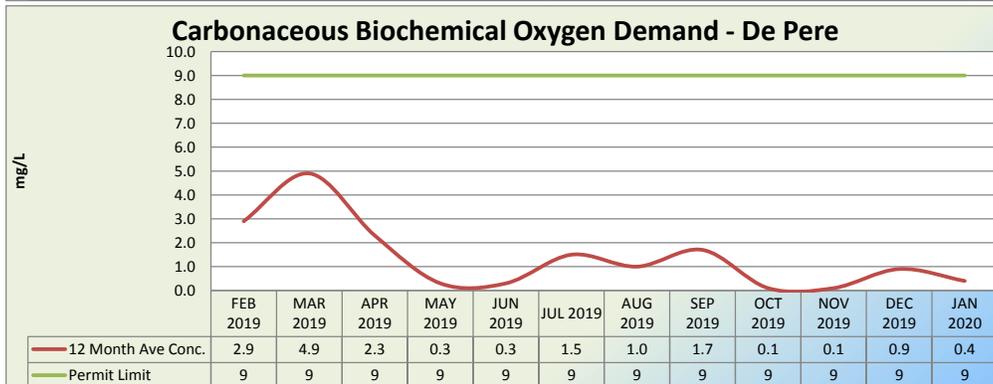
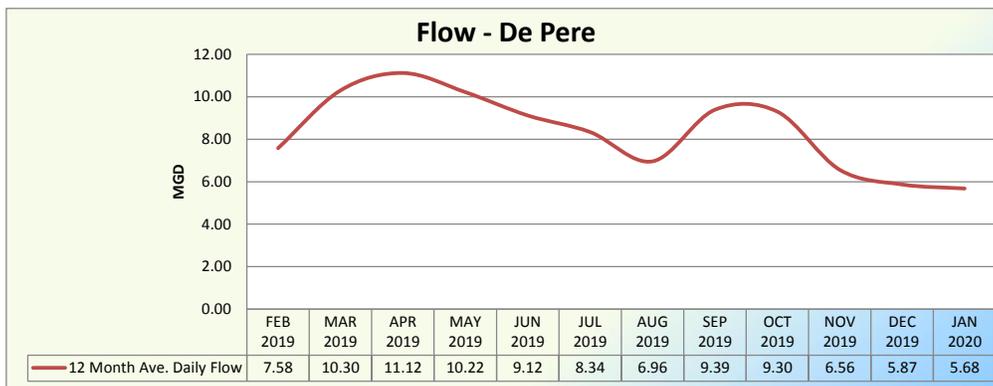
EFFLUENT QUALITY - CURRENT YEAR 2019 NEW Water (GBMSD) - GREEN BAY FACILITY															Ammonia Limits					
Permit Limits: 30 mg/L N/A 25 mg/L 1.0 mg/L															Jan-Apr. Monthly Avg = 15 mg/L May-Sept Monthly Avg = 4.7 mg/L Weekly Avg = 13 mg/L October Monthly Avg = 14 mg/L Weekly Avg = 38 mg/L Nov-Dec. Monthly Avg. = 26 mg/L					
MONTH	FLOW		TSS			T-BOD			C-BOD			T. PHOSPHORUS			AMMONIA			TKN		
	Million Gallons	MGD	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month
JAN	1,056.889	34.09	5.4	1,525	47,280	5.3	1,505	46,655	1.7	486	15,054	0.54	154	4,788	0.06	17	517	1.11	315	9,763
FEB	885.797	31.64	5.9	1,559	43,653	9.4	2,492	69,781	4.1	1,095	30,655	0.36	95	2,669	1.14	300	8,409	2.31	610	17,089
MAR	1,439.185	46.43	6.9	2,656	82,344	12.9	5,003	155,095	4.3	1,651	51,196	0.29	112	3,459	3.02	1,169	36,253	4.15	1,606	49,771
APR	1,364.770	45.49	6.4	2,410	72,314	8.9	3,373	101,187	3.3	1,241	37,236	0.39	149	4,468	0.95	360	10,790	2.26	856	25,668
MAY	1,380.465	44.53	5.1	1,895	58,734	3.7	1,376	42,648	3.2	1,177	36,472	0.45	166	5,135	0.00	0	0	1.11	414	12,819
JUN	1,232.232	41.07	4.3	1,464	43,925	2.7	935	28,046	1.1	368	11,050	0.39	133	4,004	0.01	3	98	0.99	341	10,225
JUL	1,183.922	38.19	5.6	1,791	55,506	4.0	1,281	39,722	2.4	773	23,951	0.37	118	3,663	0.00	0	11	1.13	360	11,161
AUG	1,076.449	34.72	6.8	1,962	60,809	4.3	1,243	38,535	2.9	838	25,963	0.48	139	4,302	0.00	1	17	1.27	368	11,414
SEP	1,416.072	47.20	5.1	2,008	60,255	3.4	1,336	40,072	1.7	657	19,707	0.27	107	3,216	0.00	0	0	1.05	415	12,459
OCT	1,430.142	46.13	5.2	1,995	61,832	3.5	1,346	41,728	1.0	378	11,706	0.36	138	4,276	0.00	0	0	1.10	423	13,111
NOV	1,180.360	39.35	6.9	2,278	68,338	5.2	1,697	50,920	3.3	1,081	32,420	0.26	84	2,528	0.00	1	34	1.42	465	13,941
DEC	1,366.894	44.09	7.0	2,592	80,360	5.4	1,985	61,530	3.6	1,334	41,350	0.28	104	3,216	0.00	0	0	1.31	482	14,948
Average	1,251.098	41.08	5.9	2,011	61,279	5.7	1,964	59,660	2.7	923	28,063	0.37	125	3,810	0.43	154	4,677	1.60	555	16,864
Total	15,013.177				735,350			715,919			336,760			45,724			56,129			202,369
All time record best(s) ->			2.0	425	13,187	2.0	336	10,267	0.2	52	1,556	0.11	27	803	0.00	0	0	0.67	170	5,125



EFFLUENT QUALITY - CURRENT YEAR 2020 NEW WATER (GBMSD) - DE PERE FACILITY															Ammonia Limits						
Permit Limits: 10 mg/L N/A 9.0 mg/L 1.0 mg/L															Jan-Mar. Monthly Avg = 27 mg/L Daily Max = 34 mg/L April Monthly Avg = 24 mg/L Daily Max = 34 mg/L May-Oct Monitor only Nov-Dec. Monthly Avg. = 31 mg/L Daily Max = 34 mg/L						
MONTH	FLOW		TSS			T-BOD			C-BOD			T. PHOSPHORUS			AMMONIA			TKN			
	Million Gallons	MGD	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	
JAN	176.077	5.68	0.0	0	0	0.8	39	1,214	0.4	21	658	0.17	8	255	0.01	0	13	1.09	52	1,599	
FEB																					
MAR																					
APR																					
MAY																					
JUN																					
JUL																					
AUG																					
SEP																					
OCT																					
NOV																					
DEC																					
Average	176.077	5.68	0.0	0	0	0.8	39	1,214	0.4	21	658	0.17	8	255	0.01	0	13	1.09	52	1,599	
Total	176.077				0			1,214			658			255			13			52	1,599
All time record best(s) ->			0.0	0	0	0.0	0	0	0.0	0	0	0.05	2	75	0.00	0	0	0.89	51	1,586	

The effluent quality was in compliance with all of the above permit parameters for January 2020.

EFFLUENT QUALITY - CURRENT YEAR 2019 NEW WATER (GBMSD) - DE PERE FACILITY															Ammonia Limits						
Permit Limits: 10 mg/L N/A 9.0 mg/L 1.0 mg/L															Jan-Mar. Monthly Avg = 27 mg/L Daily Max = 34 mg/L April Monthly Avg = 24 mg/L Daily Max = 34 mg/L May-Oct Monitor only Nov-Dec. Monthly Avg. = 31 mg/L Daily Max = 34 mg/L						
MONTH	FLOW		TSS			T-BOD			C-BOD			T. PHOSPHORUS			AMMONIA			TKN			
	Million Gallons	MGD	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	Ave mg/L	Ave #/Day	Total #/Month	
JAN	260.503	8.40	3.0	208	6,436	5.2	365	11,308	3.3	234	7,264	0.23	16	492	1.93	135	4,196	3.83	268	8,317	
FEB	212.177	7.58	1.6	103	2,896	4.6	293	8,200	2.9	186	5,206	0.28	18	495	0.50	32	893	2.67	169	4,731	
MAR	319.276	10.30	7.5	648	20,077	9.2	787	24,410	4.9	420	13,025	0.28	24	732	2.64	227	7,031	5.00	429	13,307	
APR	333.591	11.12	1.9	177	5,301	3.9	359	10,771	2.3	216	6,474	0.16	15	435	0.98	91	2,727	2.51	232	6,970	
MAY	316.753	10.22	0.2	13	405	0.5	39	1,208	0.3	23	700	0.11	10	295	0.23	19	597	1.45	124	3,832	
JUN	273.708	9.12	0.9	65	1,944	0.2	17	521	0.3	21	617	0.37	28	847	0.01	0	13	1.53	117	3,496	
JUL	258.419	8.34	1.2	80	2,491	1.4	97	3,002	1.5	103	3,186	0.38	27	827	0.03	2	58	1.75	121	3,763	
AUG	215.722	6.96	0.9	51	1,582	1.1	66	2,054	1.0	59	1,826	0.61	35	1,089	0.04	2	63	1.54	90	2,777	
SEP	281.752	9.39	2.5	194	5,815	2.0	154	4,620	1.7	135	4,038	0.35	27	820	0.07	5	156	1.48	116	3,468	
OCT	288.372	9.30	0.1	5	162	0.2	15	453	0.1	8	250	0.19	15	451	0.08	6	201	1.02	79	2,446	
NOV	196.657	6.56	0.0	0	0	0.2	10	296	0.1	3	95	0.17	9	282	0.00	0	0	1.01	55	1,660	
DEC	181.883	5.87	0.2	8	260	1.2	57	1,770	0.9	46	1,411	0.18	9	276	0.01	0	14	1.05	51	1,586	
Average	261.568	8.60	1.7	129	3,947	2.5	188	5,718	1.6	121	3,674	0.28	19	587	0.54	43	1,329	2.07	154	4,696	
Total	3,138.813				47,369			68,613			44,092			7,041			15,949			51	1,586
All time record best(s) ->			0.0	0	0	0.0	0	0	0.0	0	0	0.05	2	75	0.00	0	0	0.89	51	1,586	



R2E2 ENERGY - CURRENT YEAR 2020
NEW Water (GBMSD) - GREEN BAY FACILITY

	Bio-gas Generated					Electricity Used					Natural Gas Used								
	Generators			Flare		Purchased			Generated		Incineration			Heating Boiler		Thermal Oil Boiler		Co-Generation Units	
	Total (CCF)	Total (CCF)	% of Total	Total (CCF)	% of Total	Total (MWH)	Total (MWH)	% of Total	Total (MWH)	% of Total	Total (CCF)	Total (CCF)	% of Total	Total (CCF)	% of Total	Total (CCF)	% of Total	Total (CCF)	% of Total
January	240,152	222,724	92.7	17,428	7.3	3,657	2,123	58.1	1,533	41.9	125,740	6,357	5.1	109,385	87.0	0	0.0	9,998	8.0
February																			
March																			
April																			
May																			
June																			
July																			
August																			
September																			
October																			
November																			
December																			

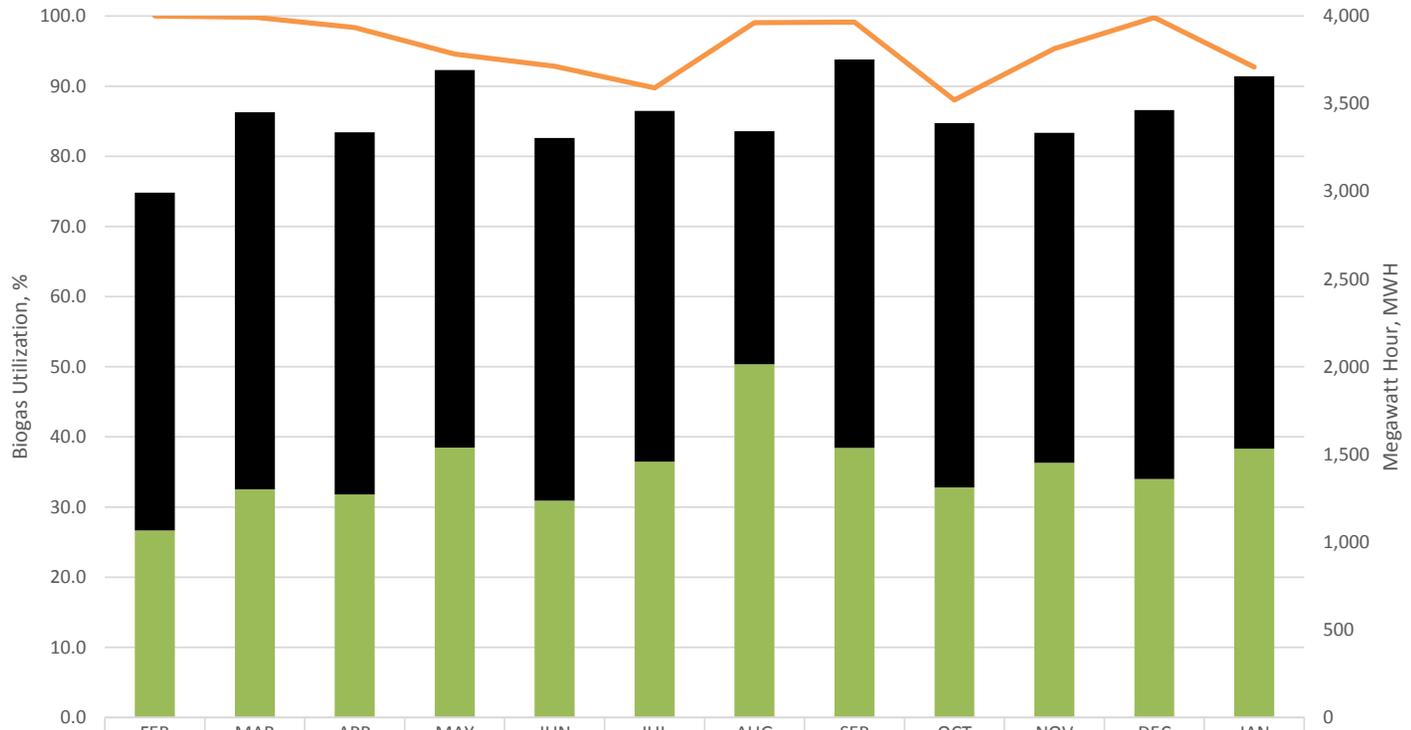
	Co-Generation Unit #3 (P-21)							Co-Generation Unit #4 (P-22)							High Strength Waste Received	Struvite Harvested		
	Monthly Run Time (hours)	Total Energy Generated (MWH)	Gas Consumption				Monthly Run Time (hours)	Total Energy Generated (MWH)	Gas Consumption				Total (gals)	Total (lbs)				
			Bio-gas		Natural Gas				Bio-gas		Natural Gas							
			Total (CCF)	% of Total	Total (CCF)	% of Total			Total (CCF)	% of Total	Total (CCF)	% of Total						
January	212	412	43,660	95.8	41,815	95.8	1,845	4.2	580	1,121	189,062	95.7	180,909	8,153	4.3	1,588,734	0	
February																		
March																		
April																		
May																		
June																		
July																		
August																		
September																		
October																		
November																		
December																		

R2E2 ENERGY - CURRENT YEAR 2019
NEW Water (GBMSD) - GREEN BAY FACILITY

	Bio-gas Generated					Electricity Used					Natural Gas Used								
	Generators			Flare		Purchased			Generated		Incineration			Heating Boiler		Thermal Oil Boiler		Co-Generation Units	
	Total (CCF)	Total (CCF)	% of Total	Total (CCF)	% of Total	Total (MWH)	Total (MWH)	% of Total	Total (MWH)	% of Total	Total (CCF)	Total (CCF)	% of Total	Total (CCF)	% of Total	Total (CCF)	% of Total	Total (CCF)	% of Total
January	203,137	198,046	97.5	5,091	2.5	3,906	2,338	59.8	1,569	40.2	180,443	16,665	9.2	135,240	74.9	3,534	2.0	25,004	13.9
February	140,071	140,070	100.0	1	0.0	2,993	1,927	64.4	1,066	35.6	153,521	11,724	7.6	126,258	82.2	25	0.0	15,514	10.1
March	170,110	169,817	99.8	293	0.2	3,452	2,151	62.3	1,301	37.7	146,606	13,596	9.3	110,713	75.5	54	0.0	22,243	15.2
April	185,616	182,596	98.4	3,020	1.6	3,337	2,065	61.9	1,272	38.1	88,598	12,110	13.7	63,544	71.7	0	0.0	12,944	14.6
May	222,958	210,895	94.6	12,063	5.4	3,692	2,153	58.3	1,539	41.7	49,808	13,135	26.4	29,111	58.4	0	0.0	7,562	15.2
June	232,606	215,927	92.8	16,679	7.2	3,304	2,067	62.6	1,237	37.4	22,818	13,109	57.5	1,410	6.2	0	0.0	8,299	36.4
July	226,037	202,902	89.8	23,135	10.2	3,460	2,001	57.8	1,459	42.2	34,821	11,362	32.6	623	1.8	0	0.0	22,836	65.6
August	137,092	135,800	99.1	1,292	0.9	3,343	1,330	39.8	2,014	60.2	138,090	8,754	6.3	194	0.1	0	0.0	129,142	93.5
September	199,774	198,043	99.1	1,731	0.9	3,752	2,215	59.0	1,537	41.0	60,686	18,999	31.3	2,884	4.8	0	0.0	38,803	63.9
October	200,561	176,548	88.0	24,013	12.0	3,390	2,078	61.3	1,312	38.7	75,054	12,974	17.3	36,595	48.8	0	0.0	25,485	34.0
November	176,439	168,239	95.4	8,200	4.6	3,334	1,882	56.4	1,452	43.6	154,405	14,476	9.4	89,089	57.7	1	0.0	50,839	32.9
December	183,492	183,096	99.8	396	0.2	3,464	2,105	60.8	1,359	39.2	124,909	6,671	5.3	86,835	69.5	136	0.1	31,267	25.0

	Co-Generation Unit #3 (P-21)							Co-Generation Unit #4 (P-22)							High Strength Waste Received	Struvite Harvested
	Monthly Run Time (hours)	Total Energy Generated (MWH)	Gas Consumption				Monthly Run Time (hours)	Total Energy Generated (MWH)	Gas Consumption				Total (gals)	Total (lbs)		
			Bio-gas		Natural Gas				Bio-gas		Natural Gas					
			Total (CCF)	% of Total	Total (CCF)	% of Total			Total (CCF)	% of Total	Total (CCF)	% of Total				
January	250	656	83,947	72,237	86.1	11,710	13.9	501	913	139,103	125,809	90.4	13,294	9.6	0	0
February	551	742	110,786	104,397	94.2	6,389	5.8	214	324	44,798	35,673	79.6	9,125	20.4	48,000	0
March	411	654	95,247	84,680	88.9	10,567	11.1	415	646	96,813	85,137	87.9	11,676	12.1	144,000	0
April	385	635	93,937	87,409	93.1	6,528	6.9	371	636	101,603	95,186	93.7	6,416	6.3	395,610	0
May	426	794	113,876	108,873	95.6	5,003	4.4	403	746	104,581	102,022	97.6	2,559	2.4	1,437,226	3,000
June	465	875	138,847	132,933	95.7	5,914	4.3	191	362	85,379	82,994	97.2	2,385	2.8	1,452,782	5,000
July	454	813	122,492	110,930	90.6	11,562	9.4	363	646	103,246	91,972	89.1	11,274	10.9	1,594,174	0
August	369	714	85,683	15,125	17.7	70,558	82.3	669	1,300	179,259	120,675	67.3	58,584	32.7	1,772,246	20
September	281	545	78,763	64,101	81.4	14,662	18.6	510	992	158,083	133,942	84.7	24,141	15.3	1,547,606	0
October	6	11	1,617	1,386	85.7	231	14.3	681	1,301	200,416	175,162	87.4	25,254	12.6	1,844,167	0
November	585	1,138	163,260	121,996	74.7	41,264	25.3	174	314	55,818	46,243	82.8	9,575	17.2	1,647,279	0
December	114	222	31,836	23,936	75.2	7,900	24.8	584	1,137	182,527	159,160	87.2	23,367	12.8	1,600,430	0

GBF Energy Utilization - R2E2



Purchased Electricity, MWH	1,927	2,151	2,065	2,153	2,067	2,001	1,330	2,215	2,078	1,882	2,105	2,123
Generated Electricity, MWH	1,066	1,301	1,272	1,539	1,237	1,459	2,014	1,537	1,312	1,452	1,359	1,533
Biogas Utilized, %	100.0	99.8	98.4	94.6	92.8	89.8	99.1	99.1	88.0	95.4	99.8	92.7

Memorandum

TO: Commissioners

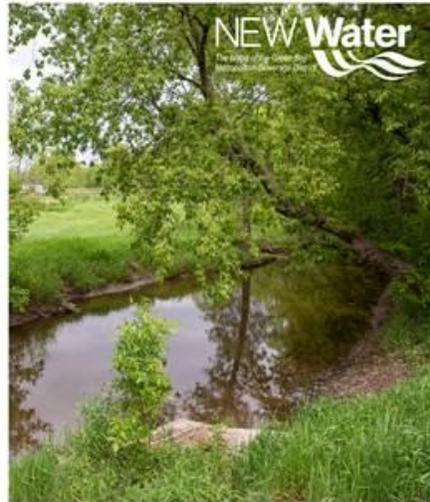
FROM: Tom Sigmund

DATE: February 14, 2020

SUBJECT: February Commission Meeting – Executive Director’s Report

- a) The March Commission meeting will be held on Wednesday, March 25, 2020, beginning at 8:30 a.m.
- b) Attached is a document summarizing the agreements I have approved since my last report in August 2019.
- c) At the December 4, 2019 Commission meeting, the Commission approved a change to the organizational chart to move the Environmental Compliance Specialist from the Environmental Programs Division to the Operations Division, reporting to the Director of Operations. The Commission expressed some concerns about the reporting structure for this position with the move to the Operations Division. Staff met in January to discuss maintaining the independence and transparency of the Environmental Compliance Specialist and the Health, Safety and Security Coordinator. Twice per year the Executive Director will meet with each of the individuals and ask proscribed questions about their independence to report concerns, document the responses, obtain signoff, and file the responses.
- d) Jake Becken is the new Chairperson for the Central States Wisconsin Section Operations Committee.
- e) Matt Schmidt is the new Vice-Chair for the Wisconsin Wastewater Operators’ Association Lake Michigan Region.
- f) Attached is a memo summarizing NACWA’s 2020 Winter Conference and recognizing a National Environmental Achievement Award as a Utility of the Future received by NEW Water.





Thank you NACWA!

Utility of the Future
2019 Award

*Protecting our most
valuable resource, water*



Innovating for Water

• **Resource Recovery & Electrical Energy (R2E2)**

The new facility generates electricity, recovers and reuses heat, and removes phosphorus and struvite to create fertilizer for non-ratepayer revenue.

• **Partnering for Water: Adaptive Management**

This watershed approach leverages the power of partnerships to achieve water quality at the lowest cost and greatest environmental gain.



- g) NEW Water is proactively planning for flooding this spring, updates include:
- NEW Water staff is actively reviewing flood and emergency preparedness equipment needs. This includes infrastructure at both plants, as well as in the collection system.
 - NEW Water staff is actively engaged in the Brown County Emergency Management’s “Public Safety Flood Response” team, and with our municipal customers on planning and preparedness efforts. NEW Water is also actively engaged in the Brown County Public Information Officers group to help inform the community about flooding preparation, including: creating a new flooding preparedness website (www.FloodinginBC.com) and planning the February 3, 2020 press conference (see info about the press conference on BCEM’s Facebook page @BCEMGMT).

- To inform our community about flooding impact to NEW Water as well as offer helpful tips, NEW Water has published a new website and is pushing out messaging to staff and on social media (website: <http://newwater.us/education/news-archive/flood-preparedness/>). Tips include: “only flush the 3Ps” to help keep pipes flowing, and install a Backflow Preventer to help prevent basement backups.



- h) As part of NEW Water’s ongoing community outreach and stakeholder engagement efforts, NEW Water on February 10, 2020 hosted the Chair of the Oneida Nation, Tehassi Hill, and staff. NEW Water partners with the Oneida Nation on the Silver Creek Project and will continue the partnership through full-scale Adaptive Management. NEW Water shared information with Chairman Hill about NEW Water’s watershed efforts, as well as joint educational efforts with the Silver Creek student monitoring initiative with Oneida Nation High School and Bay Port High Schools. The presentation was followed by a tour of NEW Water’s Resource Recovery and Electrical Energy facility.



Oneida Nation Chairman Tehassi Hill with Tom Sigmund, Executive Director of NEW Water

- i) Attached is the 4th quarter 2019 update to the Strategic Plan.

Attachments