

WARWICK SEWER AUTHORITY

Quarterly Report to City Council

January 4, 2018

WSA Budget

See attached line item budget report for FY18 to date as of December 8th (approximately 44% of fiscal year complete). In summary:

- Revenues -- \$9,168,854 (43.4%)
- Expenses -- \$2,368,746 (11.2%)

The Finance Committee continues to fine-tune the sewer assessment rate recommendations. The Committee has also been discussing several operational cost-saving measures as well as customer assistance programs and sewer connection incentives.

Major WSA Board Actions in Last Quarter

At the October meeting, the WSA Board of Directors approved the following purchases:

- \$7,950.00 for new storm flow pump (Delta Electro Power, Inc.)
- \$23,455.00 for inline grinder for Warwick Avenue pump station (Franklin Miller, Inc.)
- \$10,225.00 for sewer extension to 815 Jefferson Boulevard (Michael Perri & Sons, Inc.)

The Board approved a sewer assessment abatement for 49 Nausuket Road in the amount of \$1,245.39.

At the November meeting, the Board approved a contract extension with Veolia Cranston for disposal of sludge. Following the recently approved Fiscal Sustainability Plan, the WSA Finance Committee and the Board have been discussing long-term alternatives for sludge disposal to save money and possibly generate revenue. However, short-term the WSA locked in prices for needed sludge disposal services.

The Board also approved the following expenditures in November:

- \$45,549.00 for a 2017 Chevrolet Silverado 3500HD 4WD Regular Cab with 8 Foot Snow Plow (Bid #2018-193, Liberty Chevrolet)
- \$5,900.00 for road resurfacing, Warwick Neck Avenue at Windsor Way (Ricci Drain-Laying Co., Inc.)
- Extension of On-Call Engineering Services, various firms (RFP #2016-49)

In December, the Board approved the following expenditures:

- \$7,492.00 for laptops for field work using eRPortal/GIS (PCM)

- \$56,772.00 for 3-year contract for Rockwell Automation electrical motor controls service (Northeast Electrical Distributors)
- \$5,347.99 to repair pump at Loveday Pump Station (Universal EMS, Inc.)
- \$48,000.00 for CMOM support services through June 30th (CWL O&M Solutions, LLC)

WSA Regulations

The WSA Regulation Committee met on November 2, 2017 to review public comments. Additional edits were made as a result of the comments. One issue was raised that required further legal counsel review. The December Committee meeting was cancelled and the next meeting is scheduled for January 10th.

Treatment Facility Operations and Maintenance

Flows to the treatment facility remain steady, averaging about 4.4 million gallons per day (versus plant capacity of 7.7 mgd). There were no permit violations in the last quarter.

WSA continues to focus on its Capacity, Management, Operations and Maintenance (CMOM) plan for the collection system but continues to have to respond to emergencies. The most recent occurred in December when a major 48-inch city sewer interceptor located on airport property (running parallel and north of Airport Road) caved in. The WSA performed an emergency repair and there was no loss of service. Televised inspections revealed pipe deterioration downstream from the break and WSA is looking at various options for long-term rehabilitation.

Contract 91 (Treatment Facility Construction)

Contract 91A (Levee Improvements)

Both of these contracts are completed with only contract retainage left to pay. The WSA submitted the levee grant reimbursement package to FEMA via the Rhode Island Emergency Management Agency (see attached cover letter).

CONTRACT 91/91A EXPENSE SUMMARY (as of December 31, 2017)						
Contractor	Original Contract Amount	Change Orders or Amendments	Total Contract Amount	Amount Paid to Date	%	Contract Amount Remaining
AECOM	\$ 1,803,900.00	\$ 79,865.00	\$ 1,883,765.00	\$ 1,719,676.24	91%	\$ 164,088.76
PARE	\$ 78,810.00	\$ 228,900.00	\$ 307,710.00	\$ 307,972.68	100%	-\$ 262.68
Hart	\$14,479,000.00	\$ 410,816.81	\$14,889,816.81	\$14,889,816.81	100%	\$ 0.00
DeGregorio	\$ 2,465,460.00	-\$94,669.30	\$2,370,790.70	\$ 2,238,004.47	94%	\$132,786.23

Contract 97 Flood Hardening Project

The WSA plans to make improvements to three pump stations (Natick One, Natick Two, Knight Street) that were severely affected by the 2010 floods. The work will be paid for with Community Development Block Grant Disaster Recovery (CDBG-DR) funds. The most recent progress report has been included with this report.

Sewer Extension Planning & Construction (projects included in \$33 million bond authorization)

Governor Francis Farms Phase III (Contract 85 B) – The most recent progress report has been included with this report.

East Natick Phase III/O'Donnell Hill (Contract 69 A) – The survey for the required easements has been completed and negotiations initiated with affected property owners. Once those easements have been secured, WSA will put the sewer construction project out to public bid.

Northwest Gorton Pond (Contract 88) – The project is being split into two phases, with one area further along in the design. Both phases, however, will require land for pumping stations.

Bayside (Contracts 86A & B) – The most recent progress report has been included with this report.

See attached Construction Project Data Table for a summary of information related to all projects being paid for using revenue bond authorization.

Warwick Sewer Authority FY18 Budget Report

Fund 80 - Sewer Operations, Maintenance, and Administration

As of December 8, 2017 (44% of fiscal year complete)

	FY18 Budget	Expensed/ Received as of December 8	% Expended/ Collected
Personnel			
Sick Time & Other Leave	\$0	\$34,307	0.00%
Salaries	\$2,260,219	\$749,937	33.18%
Overtime	\$65,000	\$36,597	56.30%
Overtime Storm/Snow	\$10,000	\$2,309	23.09%
Easement Overtime	\$20,000	\$6,903	34.51%
Temporary Services	\$7,000	\$2,946	42.08%
Fringe Benefits	\$1,050,768	\$0	0.00%
Commodities			
Office Supplies & Equipment	\$8,250	\$5,153	62.46%
Print, Bind & Reproduction	\$21,700	\$5,497	25.33%
Advertising	\$4,000	\$880	22.00%
Postage	\$39,000	\$9,919	25.43%
Laboratory Supplies	\$22,500	\$10,382	46.14%
Gasoline	\$50,000	\$13,849	27.70%
Natural Gas	\$55,000	\$6,314	11.48%
Electricity	\$725,000	\$252,505	34.83%
Supplies - Computer	\$2,000	\$201	10.05%
Supplies - Safety Equipment	\$6,500	\$3,014	46.37%
Chemicals - Ferric Chloride	\$10,000	\$0	0.00%
Chemicals - Polymer	\$144,500	\$47,024	32.54%
Chemicals - Chlorine	\$63,000	\$19,088	30.30%
Chemicals - Dechlor	\$39,000	\$10,770	27.61%
Chemicals - Odor Control	\$168,000	\$55,727	33.17%
Chemicals - Alum	\$109,000	\$30,563	28.04%
Chemicals - Caustic	\$179,000	\$62,114	34.70%
Clothing	\$8,000	\$3,370	42.13%
Maintenance Materials	\$125,000	\$50,956	40.77%
Small Tools	\$3,000	\$2,149	71.63%
Deduct Meters	\$5,000	\$3,937	78.75%
Grinder Pumps	\$110,000	\$57,288	52.08%
Easement/CMOM Commodities	\$27,500	\$20,507	74.57%
Services			
Travel	\$1,000	\$175	17.53%
Training & Education	\$11,526	\$9,570	83.03%
Telephone	\$17,000	\$4,784	28.14%

		Expensed/ Received as of December 8	% Expended/ Collected
	FY18 Budget		
Water Usage	\$16,000	\$9,412	58.83%
Equipment Repair	\$80,000	\$30,179	37.72%
Tax Sale	\$25,000	\$0	0.00%
Insurance	\$237,283	\$0	0.00%
Auto Maintenance	\$24,000	\$5,205	21.69%
Service Contracts	\$90,619	\$38,534	42.52%
Insured Accidents	\$0	\$0	0.00%
Professional Services	\$76,000	\$29,020	38.18%
Construction Services	\$135,000	\$72,955	54.04%
Sludge Removal	\$1,044,400	\$272,767	26.12%
Administration	\$111,716	\$0	0.00%
DEM - User Fees & Permits	\$3,370	\$370	10.98%
Testing & Lab Samples	\$48,400	\$10,039	20.74%
Engineering Services	\$105,000	\$54,563	51.96%
Sewer Connection Grants	\$41,100	\$0	0.00%
Public Outreach	\$4,000	\$0	0.00%
Services - Other	\$59,960	\$12,476	20.81%
Other Expenditures			
West Warwick WWTF	\$5,000	\$180	3.59%
Debt Service			
Paying Agent Fees	\$13,600	\$2,000	14.71%
Renew & Replacement	\$10,000	\$0	0.00%
Debt Service	\$10,963,712	\$0	0.00%
Debt Interest	\$2,307,529	\$0	0.00%
Sewer Connection Loan Default	\$5,000	\$0	0.00%
Infrastructure Replacement	\$0	\$0	0.00%
Misc Capital Expenditures	\$348,262	\$312,316	89.68%
Total Expenses	\$21,122,414	\$2,368,746	11.21%

	FY18 Budget	Expensed/ Received as of December 8	% Expended/ Collected
Revenues			
Industrial Pretreatment Fees	\$359,000	\$112,850	31.43%
Sewer Usage Fees	\$11,900,000	\$5,934,062	49.87%
Capital Account/Meters	\$5,000	\$3,648	72.96%
Energy Buyback Revenue	\$18,000	\$1,204	6.69%
Pretreatment Application Fees	\$6,000	\$3,300	55.00%
Sewer Service Charge	\$4,251,798	\$1,989,683	46.80%
Engineering Review Fees	\$6,600	\$2,100	31.82%
Sewer Assessment Fees	\$4,127,966	\$859,008	20.81%
Septage Dumping Fees	\$30,000	\$2,503	8.34%
Sewer Insurance	\$0	\$1,103	0.00%
Lease Income	\$41,100	\$0	0.00%
Pretreatment Fines	\$0	\$500	0.00%
Miscellaneous Income	\$4,000	\$3,057	76.43%
Sewer Connection Permits	\$45,000	\$14,700	32.67%
Reimburse - Grinder Pumps	\$25,000	\$11,207	44.83%
Sewer Tax Title Revenue	\$25,000	\$0	0.00%
Interest on Investments	\$1,200	\$2,149	179.10%
Interest Income	\$275,000	\$227,779	82.83%
SLA Administrative Fee	\$500	\$0	0.00%
SLA Inspection Fee	\$1,250	\$0	0.00%
Total Revenues	\$21,122,414	\$9,168,854	43.41%



WARWICK SEWER AUTHORITY

125 ARTHUR W. DEVINE BLVD.
WARWICK, RHODE ISLAND 02886

TEL (401)-739-4949

October 13, 2017

Timothy Nadeau, Grants Coordinator (via email at timothy.nadeau@ema.ri.gov)
Attention: Grants Division
Rhode Island Emergency Management Agency
645 New London Avenue
Cranston, RI 02920

RE: FEMA-1894-DR-RI – Project Worksheet 804- City of Warwick
Warwick Sewer Authority Levee Project – Closeout Documentation

Dear Mr. Nadeau:

As you are aware, the levee work associated with PW804 is now complete and is ready for programmatic close-out. Enclosed please find a summary of expenses related to the levee mitigation project at the Wastewater Treatment Facility. The project was complete as of June 30, 2017.

Expenses related to the project total \$4,763,021.60. We ask that you reimburse the City of Warwick – Warwick Sewer Authority (WSA) 90% of the cost totaling \$4,271,718.44, as well as additional administrative costs (\$7,167.16, see enclosed). Please see the enclosed summary listing of our contracted services.

The WSA thanks you in advance for your review of the enclosed documents and anticipate your recommendation and submittal to FEMA for audit. Please let us know if you have any questions or need any additional documentation.

Sincerely,

Janine Burke-Wells
Executive Director

Enclosures: Contracted Services Expense Summary
Additional Administrative Cost Request
Enclosure Index
Contract Documents
Invoices from Vendors

Mr. Timothy Nadeau, RIEMA
FEMA-1894-DR-RI PW 804 – Project Closeout
October 13, 2017
Page 2

Checks for Invoices Paid
Payroll Certification
Procurement Statement

Cc: Richard Jones, Grants Supervisor (via email to Richard.jones@ema.ri.gov)
Julie Goslin, Account Auditor, WSA
Ken Alfano, Financial Systems Controller, City of Warwick

CITY OF WARWICK/WARWICK SEWER AUTHORITY PUMP STATION IMPROVEMENTS, WARD 8
November 30, 2017 update report

The Warwick Sewer Authority (WSA) will be making improvements to three remote pump stations that were severely affected by the 2010 floods. These stations are located in the Natick and Pontiac areas of Warwick. The intent of the project is to mitigate any future pump station failures from flooding. The work will be paid for with Community Development Block Grant Disaster Recovery (CDBG-DR) funds the City received after the 2010 floods. The following is a summary of the project.

Natick Pump Station #1 (Riverdale Court):

- Install flood proof barrier wall for the station entrance
- Raise wall penetrations for ventilation above the flood level
- Relocate electrical service into the station with a new aerial drop
- Install check valve in the floor drain

Natick Pump Station #2 (West Pontiac Street):

- Remove existing pump station structure
- Install new submersible wastewater pumps (will not fail if flooded)
- Construct new electrical panel raised on a platform above the flood level which will enclose all current electrical services and control panels
- Install new landscaping inside the station grounds, plant arborvitaes on the west side of the station

Knight Street Pump Station:

- Raise roof penetrations for ventilation above the flood level
- Install station bypass tap and valve
- Install two new control floats and control air tube in wet well with access hatch

PROJECT NAME	BUDGET
Natick I PS Flood Hardening (includes contingency)	\$46,000.00
Natick II PS Retrofit with Submersible Pumps (includes contingency)	\$165,000.00
Knight Street PS Flood Hardening (includes contingency)	\$86,000.00
Engineering Services	\$112,000.00
Engineering Services Reimbursables	\$18,500.00
TOTAL PROJECT COSTS	\$427,500.00

The Warwick Sewer Authority (WSA) has recently embarked on upgrading three remote pump stations that were severely affected by the 2010 floods. These stations are located in the Natick area and Pontiac area of Warwick. Our plan is to mitigate any future pump station failures from flooding. The WSA working with Dewberry engineering has developed plans to eliminate this future risk. These stations are located in local CDBG eligible neighborhoods; as a result we were able to utilize CDBG-DR funds allocated from the 2010 floods for these improvements.

Natick One:

This station was surrounded by flood waters and it entered by the station wall ventilation openings. It will receive the following improvements.

- Flood proof barrier wall for the station entrance
- Wall penetrations for ventilation will be raised above the flood level
- Electrical service will be relocated into the station with a new aerial drop
- Check valve will be installed in the floor drain



Natick Two: Ballfield:

This station was completely submerged in 2010. We have proposed the following improvements for future flooding.

- The existing pump station structure will be removed
- Installation of new submersible sewerage pumps. Will not fail if flooded
- Installation of a new Nema 4X electrical panel raised on a platform above the flood level which will enclose all current electrical services and control panels
- New landscaping inside the station grounds and arborvitaes planted on the west side of the station



Knight St:

Knight St. station is located approx. 100 ft. from the Pawtuxet River. This station was completely submerged during 2010. The flood waters penetrated through the roof openings.

- Roof penetrations for ventilation will be raised above the flood level
- Installation of a station bypass tap and valve will be installed
- Two new control floats and control air tube will be installed in wet well with access hatch





December 12, 2017

PROGRESS REPORT
BAYSIDE SEWERS PROJECT

Work this Period:

1. GRA has completed marking all proposed drill pit locations.
2. PAL Inc. has completed archaeological work with the exception of approximately 12 drill pits.
3. There were no significant archaeological finds noted by PAL, Inc. during this period.
4. Narragansett Improvement Company is on-site weekly to remove pavement and to patch pavement for field investigations.
5. Survey was performed to locate drill pits, approximately 90% complete.
6. GRA has begun preparing the subsurface soil investigation program. GRA will be distributing the program to boring contractors for pricing. Soil borings are schedule to begin in January of 2018.

PROGRESS REPORT GOVERNOR FRANCIS PHASE III

Work this Period: None

Status:

1. The project was advertised and bids were received on August 16, 2017. C.B. Utility provided a letter to extend their low bid price for 60 days until December 31, 2017.
2. Administrative Subdivision plan and deeds for the pump station were approved and recorded.
3. The zoning application for the pump station was prepared and submitted to the City of Warwick on November 17, 2017
4. The zoning hearing is scheduled for December 12, 2017.

Design Schedule:

Tasks											2017											
	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan.	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan
Final Design																						
• Plans and Specifications																						
• Pumping Station																						
- Civil																						
- Mechanical																						
- Electrical																						
• Utility Company Reviews																						
• Land Acquisition & Zoning																						
• RIDEM Order of Approval																						
• RIDEM RICRMC Approval																						
Construction Bid Documents																						
Advertise, Bids & Award																						
Construction																						

Legend
 GRA - Tasks
 WSA - Tasks
 Agency Reviews
 Contractor



WSA Construction Project Data Table as of 12-31-17

As Of: 12/31/17

PROJECT STATUS *Updated Since Last Report*

Projects Included in \$33 Million Revenue Bond Authorization

Project Name	Design Completion Date	Design Percent Complete	Design Certificate of Approval	Construction Certificate of Approval	Order of Approval	Construction Completion Date	Construction Percent Complete
East Natick III (O'Donnell Hill)	<i>Preparing to bid in 2018</i>	97%	N/A	5/16/16	N/A		
Northwest Gorton Pond	Preparing to bid in 2018	80%	N/A				
Governor Francis III	<i>Contract award pending</i>	100%	8/4/2008	12/27/2016	9/19/2016		
Bayside 86A-1 (Tidewater Interceptor)	05/01/15	100%	5/16/2006	7/7/2015	7/7/2015	09/04/15	100%
Bayside 86B (Tidewater Interceptor and Lateral Pressure Sewers)	<i>Planning for 2018</i>	40%	5/16/2006				

Projects Included in \$23 Million Revenue Bond Authorization

Project Name	Design Completion Date	Design Percent Complete	Design Certificate of Approval	Construction Certificate of Approval	Order of Approval	Construction Completion Date	Construction Percent Complete
AWT Phosphorus Upgrade	12/31/13	100%	N/A	3/14/2014	4/3/2013	03/31/17	100%
AWT Levee Improvement	12/31/13	100%	N/A	3/14/2014	4/3/2013	06/30/17	100%
<i>Primary Clarifier Rebuild</i>	12/01/16	100%	N/A	3/7/2017	N/A	07/30/17	100%

WSA Construction Project Data Table as of 12-31-17

1/5/2018
Page 2 of 2

PROJECT EXPENSES

Projects Included in \$33 Million Revenue Bond Authorization

Project Name	Design Expenditures	Land Acquisition	Construction Expenditures	Inspection Expenditures	Traffic Details Expenditures	Miscellaneous Expenditures	Expenditures to Date	RI Infrastructure Bank Payments	To be Reimbursed by FEMA
East Natick III (O'Donnell Hill)	\$30,537.50	N/A	\$0.00	\$0.00	\$0.00	\$800.00	\$31,337.50	\$7,177.50	N/A
Northwest Gorton Pond	\$267,955.83	N/A	\$0.00	\$0.00	\$1,427.43	\$0.00	\$269,383.26	\$0.00	N/A
Governor Francis III	\$213,221.10	\$3,500.00	\$0.00	\$0.00	\$0.00	\$1,431.72	\$218,152.82	\$50,471.91	N/A
Bayside 86A-1 (Tidewater Interceptor)	\$11,511.25	N/A	\$302,841.88	\$26,793.73	\$1,105.19	\$0.00	\$342,252.05	\$330,740.80	N/A
Bayside 86B (Tidewater Interceptor and Lateral Pressure Sewers)	\$1,096,114.83	N/A	\$0.00	\$0.00	\$47,872.62	\$115,387.32	\$1,259,374.77	\$1,259,374.77	N/A

Projects Included in \$23 Million Revenue Bond Authorization

Project Name	Design Expenditures	Land Acquisition	Construction Expenditures	Inspection Expenditures	Traffic Details Expenditures	Miscellaneous Expenditures	Expenditures to Date	RI Infrastructure Bank Payments	To be Reimbursed by FEMA
AWT Phosphorus Upgrade	\$749,457.85	N/A	\$12,578,858.69	\$1,615,852.82	\$0.00	\$448,190.96	\$15,392,360.32	\$15,180,773.35	N/A
AWT Levee Improvement	\$147,312.96	N/A	\$4,548,962.91	\$411,796.10	\$0.00	\$0.00	\$4,960,758.71	\$0.00	\$3,600,000.00
Primary Clarifier Rebuild	\$54,547.18	N/A	\$134,353.10	\$32,038.00	\$0.00	\$0.00	\$220,938.28	\$0.00	N/A

Cost of Issuance and Debt Service Reserve for all borrowing: \$2,043,432.00 **thru 2017 loan**
Total Bond Authorization Utilized: **\$18,871,970.33**
Total Bond Authorization Remaining (of \$56 Million): \$37,128,029.67