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WARWICK SEWER AUTHORITY Quarterly Report to City Council December 31, 2019

WSA Budget

See attached MUNIS budget report for FY20 to date as of November 30th
In summary:

- Revenues -- \$7,932,150 (36.63%)
- Expenses -- \$3,891,010 (17.97%)

Revenues do not include sewer assessment collections to date as payment data has not yet been transferred into MUNIS. According to the Vision/Opal software report, as of this December 18, 2019, \$1,357,107.45 has been collected on sewer assessment bills during the first two quarters of fiscal year 2020.

Please note that debt service payments are made twice a year (September and April) with the most substantial principal payments due in September. As a result, the above percentages represent a typical snapshot of the WSA budget at this time of year.

Major WSA Board Actions in Last Quarter

October, the Board approved the following expenditure:

- Approval of Purchase Authorization- Emergency Repair of the #1 pump at Cedar Swamp – Corrosion Products and Equipment (CPE): \$12,545.00 (Process Critical Equipment)
- Approval of Purchase Authorization-Improvements to Septage Receiving Station \$23,900.00
- Emergency Approval of additional equipment-On Call Bypass Pumping Services- Sunbelt Rentals INC- \$6,911.00 Bid #2020-081 Contingency-Line item budgeted for \$30,000
- Approval of Legal Services Month to Month Contract- Revens, Revens & St. Pierre- Monthly Fee \$2,583.33. Hourly Fee for additional work as needed \$250.00.

November meeting, no additional expenditures went before the Board.

December, the Board approved the following expenditures:

- Approval of Purchase Authorization- New North Station WAS (Waste Activated Sludge) ABBA Replacement Rotating Assembly Model FMN0442/T20 PUMP -C.P.E.- \$10,156.00 (Process Critical Equipment)
- Approval of Purchase Authorization- Two (2) Masterr Series 2HP 32 Induction Mixer- Mechanical Solutions Inc.- Total Cost \$17,646.00 (Process Critical Equipment)
- Contract Renewal- C.W.L. O & M Solutions-Six (6) Month duration. \$9,295.00 Per Month
- Approval of Bid- Semi Positive Displacement Grinder Pump Package Unit - F.R. Mahoney & Associates, Inc.-Bid #2020-222

Treatment Facility & Collection System Operations and Maintenance (O&M)

Over the last quarter, daily flows to the treatment facility have averaged 4.2 million gallons per day (facility design capacity is 7.7 MGD). Average monthly discharges for all pollutants complied with permit limits, including better than 99% removal efficiency for some conventional pollutants such as suspended solids and biological oxygen demand.

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 most recent progress report has been included with this report.

Northwest Gorton Pond (Contract 88) – The project is currently on hold.

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

- The project is out to bid.
- Scheduled Bid Opening January 24, 2019

Warwick Sewer Authority FY20 Budget Report

Fund 80 - Sewer Operations, Maintenance, and Administration

As of November 30(42% of Fiscal Year)

	FY20 Budget	Expensed/ November 30	% Expended/ Collected
Personnel			
Sick Time & Other Leave	\$0	\$24,543	0.00%
Salaries	\$2,352,652	\$766,784	32.59%
Overtime	\$80,000	\$33,295	41.62%
Overtime Storm/Snow	\$10,000	\$308	3.08%
Easement Overtime	\$15,000	\$19,258	128.39%
Temporary Services	\$7,000	\$0	0.00%
Fringe Benefits	\$1,047,611	\$237,183	22.64%
Contractual Obligation	\$0	\$0	0.00%
Commodities			
Office Supplies & Equipment	\$7,500	\$995	13.27%
Print, Bind & Reproduction	\$22,800	\$3,114	13.66%
Advertising	\$2,400	\$0	0.00%
Dues & Subscriptions	\$1,758	\$110	6.26%
Postage	\$34,579	\$7,159	20.70%
Laboratory Supplies	\$25,200	\$5,059	20.08%
Fuel	\$8,000	\$3,922	49.03%
Diesel Fuel	\$26,000	\$9,908	38.11%
Natural Gas	\$50,000	\$6,498	13.00%
Electricity	\$798,000	\$348,932	43.73%
Supplies - Computer	\$2,000	\$0	0.00%
Supplies - Safety Equipment	\$8,100	\$0	0.00%
Chemicals - Polymer	\$116,516	\$50,762	43.57%
Chemicals - Root Control	\$25,000	\$474	1.90%
Chemicals - Chlorine	\$64,058	\$19,327	30.17%
Chemicals - Dechlor	\$34,383	\$8,258	24.02%
Chemicals - Odor Control	\$163,000	\$45,499	27.91%
Chemicals - Alum	\$114,019	\$45,294	39.72%

	FY20 Budget	Expensed/ Received as of November 30	% Expended/ Collected
Chemicals - Caustic	\$261,596	\$78,249	29.91%
Clothing	\$900	\$0	0.00%
Clothing Allowance	\$10,200	\$2,238	21.94%
Bypass Pumping	\$30,000	\$0	0.00%
Maintenance Materials	\$125,000	\$37,457	29.97%
Small Tools	\$3,000	\$1,171	39.03%
Deduct Meters	\$2,500	\$0	0.00%
Grinder Pumps	\$120,590	\$101	0.08%
Easement/CMOM Commodities	\$20,500	\$4,310	21.02%
Services			
Travel	\$750	\$110	14.67%
Training & Education	\$2,295	\$827	36.03%
Telephone	\$18,000	\$3,182	17.68%
Water Usage	\$10,720	\$2,480	23.13%
Equipment Repair	\$80,000	\$19,922	24.90%
Tax Sale	\$125,000	\$0	0.00%
Insurance	\$246,130	\$179,923	73.10%
Auto Maintenance	\$30,000	\$4,487	14.96%
Emergency Assistance	\$25,000	\$673	2.69%
Service Contracts	\$102,443	\$50,028	48.83%
Insured Accidents	\$0	\$0	0.00%
Professional Services	\$65,500	\$5,500	8.40%
Construction Services	\$155,000	\$90,871	58.63%
Sludge Removal	\$1,133,800	\$330,523	29.15%
Administration	\$111,716	\$0	0.00%
DEM - User Fees & Permits	\$3,370	\$370	10.98%
Testing & Lab Samples	\$53,400	\$13,247	24.81%
Engineering Services	\$70,000	\$0	0.00%
Sewer Connection Grants	\$22,000	\$0	0.00%
Public Outreach	\$4,000	\$90	2.25%
Other Expenditures			
Contingency	\$19,160	\$3,319	17.32%

	FY20 Budget	Expensed/ Received as of November 30	% Expended/ Collected
West Warwick WWTF	\$0	\$0	0.00%
Debt Service			
Paying Agent Fees	\$14,150	\$1,100	7.77%
Renew & Replacement	\$155,854	\$0	0.00%
Debt Service	\$11,367,552	\$1,321,441	11.62%
Debt Interest	\$2,091,241	\$102,709	4.91%
Sewer Connection Loan Default	\$5,000	\$0	0.00%
Infrastructure Replacement	\$0	\$0	0.00%
Misc Capital Expenditures	\$150,000	\$0	0.00%
Total Expenses	\$21,651,943	\$3,891,010	17.97%

	FY20 Budget	Expensed/ Received as of November 30	% Expended/ Collected
Revenues			
Industrial Pretreatment Fees	\$526,382	\$143,356	27.23%
Sewer Usage Fees	\$12,003,533	\$5,587,415	46.55%
Capital Account/Meters	\$2,500	\$1,185	47.40%
Energy Buyback Revenue	\$32,437	\$1,711	5.27%
Pretreatment Application Fees	\$6,000	\$2,700	45.00%
Sewer Service Charge	\$4,310,153	\$2,032,891	47.17%
Engineering Review Fees	\$6,600	\$3,300	50.00%
Sewer Assessment Fees	\$4,272,338	\$0	0.00%
Septage Dumping Fees	\$24,000	\$2,568	10.70%
Sewer Insurance	\$0	\$0	0.00%
Lease Income	\$47,000	\$0	0.00%
Pretreatment Fines	\$0	\$22,900	0.00%
Miscellaneous Income	\$4,000	\$250	6.25%
Sewer Connection Permits	\$48,000	\$21,900	45.63%
Reimburse - Grinder Pumps	\$30,000	\$16,765	55.88%
Sewer Tax Title Revenue	\$125,000	\$0	0.00%
Interest on Investments	\$6,000	\$30,387	506.45%
Interest Income	\$200,000	\$58,384	29.19%
SLA Administrative Fee	\$2,000	\$2,150	107.50%
SLA Inspection Fee	\$6,000	\$4,288	71.47%
Total Revenues	\$21,651,943	\$7,932,150	36.63%



Gordon R. Archibald, Inc.
Civil and Environmental Engineers

December 16, 2019

PROGRESS REPORT
GOVERNOR FRANCIS PHASE III

Summary of Work:

1. C.B. Utility completed pavement overlay of all roadways.
2. The pump station was delivered and assembled. Gas and water utilities were connected.
3. C.B Utility is waiting for National Grid to connect electrical service. C.B. Utility completed underground conduit and wiring.
4. GRA continued preparation of the sewer as-built plans.
5. Project Budget is attached.
6. GRA and C.B. Utility completed project closeout and asphalt escalator change order and submitted for approval to the board.

Board Update Report
O'Donnell Hill Sewer Project
as of December 13, 2019

- D'Ambra has completed all the pipeline and manhole installation work as well as pressure testing all sewer lines and leak testing all manholes. All failed pipelines and manholes have been successfully repaired.
- All contractually required pipeline cleaning has been completed.
- All trench paving has been completed and identified structures repaired. The City has accepted the roads and will be responsible for plowing throughout the winter months.
- All materials and D'Ambra's equipment has been removed as of 12/13/2019.
- .Approval of D'Ambra's waiver request has been provided approving D'Ambra's MBE/WBE contribution on this project to be 1.2%
- As of December 6th, \$37,990 of the extended construction services agreement has been expended, which is well under the approved not to exceed amount of \$65K.
- The contract price is \$1,886,151.76 and to date \$1,541,953.09 has been expended which is approximately 78% of the total contract amount. \$77,098.00 is retainage.
- Construction activities are 96% complete with only final paving remaining.
- Construction activities to date are as follows;
 - Removed 1,655 cubic yards of ledge
 - Installed 1470 linear feet of 6" SDR-35 pipe
 - Installed 5275 linear Feet of 8" sdr-35
 - Installed 28 sewer manholes
 - 5580 linear feet of patch



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PROGRESS REPORT
BAYSIDE SEWERS PROJECT

Work this Period:

1. The project has been advertised.
2. The pre-bid meeting is scheduled for 12-17-19.
3. Comments were received on the RIDEM COA application submission. GRA will respond by 12-20-19
4. A meeting was held with WSA, GRA, and John Revens to discuss the lien waiver for sewer service connections.