

---

# PROGRESS MEETING MINUTES



---

68 Shipwash Drive      Garner, North Carolina 27529      919.772.5393 tel.      919.772.1176 fax

**PROJECT:                      TOWN OF JAMESVILLE – Water Treatment Plant**

**DATE:                              August 21, 2024**

**TIME:                                10:00 AM**

**LOCATION:                         Jamesville Town Hall**

**FUNDING AGENCY:            NCDEQ-DWI SRP-D-ARP-0111**

**ENGINEER                        MUNICIPAL ENGINEERING Inc.**  
**Michael McAllister, M-ASCE Project Manager**  
**Bobby Blowe, PE, Regulatory Compliance (not present)**

**CONTRACTOR:                 Enviro-Tech Unlimited Construction Services, LLC (ETUCS)**

**TOPICS:**

**1. Attendees**

Hon. Rachel Craddock, Commissioner	Town of Jamesville
Hon. Craig A. Tucker, Mayor	Town of Jamesville
Hon. Kim Cockrell, Commissioner/Clerk/Finance Off.	Town of Jamesville
Hon. Mary Allen, Commissioner	Town of Jamesville
Hon. Willis Williams, Commissioner	Town of Jamesville
Neil Lilley, Public Works	Town of Jamesville
Bessie Williams	Citizen
Joseph Surles	ETUCS
Nick Brown	ETUCS (via remote)
Mack Thornton	Municipal Engineering, Inc.
Michael L. McAllister	Municipal Engineering, Inc.

**2. Project Status**

The Engineer observed the training for the Town’s staff being conducted by the manufacturer on the reverse osmosis and greensand filters. The Contractor was installing the feed lines from the chemical storage tanks outside the building to the chemical feed pumps located inside the building.

The Contractor noted the following items have been accomplished in the previous month:

- Greensand media has been loaded into the units.
- The new LP gas generator has been set into place on the concrete slab.

- Site grading and exterior concrete handicap parking and walkways installed.
- The interior wiring to the Greensand Filters, RO Filters, and Clean in Place system has been completed.
- Interior Painting.
- Installation of tile in the restroom and office.
- Pressure test and disinfection of the system. (The Engineer has received the bacteriological results that have passed.)

The Contractor noted the following items are to be accomplished in the upcoming weeks.

- Hang the sink and toilet in the restroom and connect the plumbing.
- Hang the remaining electrical panels and connect them.
- Install door frames and doors at remote well #2.
- Complete well inspection, replacement, and change-out of piping at well #2.
- Complete hook-up of the chemical feed system and arrange for training by the manufacturer.
- Connect the Generator set to the LP gas line and connection to the automatic transfer switch to the main power. Perform start-up and load test by manufacturer/vendor.
- Connection of the Mission SCADA system for the operation of the facility.
- Contact the NCDEQ-Washington Regional Office prior to placing the new system online.
- Disconnect Well #1 from the system and demolish the existing pre-engineered metal building.
- Set new Pre-cast Concrete Building over Well #1 and pipe and install the electrical.
- Reprogram the SCADA system to include Well #1

3. **Change order status.** *(The Change Order Status will remain as part of the monthly meeting minutes to provide ongoing information to the Town and NCDEQ-DWI)*

a. **Change Order #1** includes the following: Status *(NCDEQ-DWI Eligibility Determination dated September 22, 2023, has been received. New information regarding status will be highlighted in yellow.)*

- i. As discussed at March’s meeting, the costs incurred by the Town for the installation of the natural gas line by Piedmont Natural Gas should be an eligible cost, and the bill may be included in the Payment Reimbursement Request as a Town-paid item.

**Total \$9,896.68**

b. **Change Order #2** includes the following: Status *(NCDEQ-DWI Eligibility Determination dated April 16, 2024 has been received)*

- i. **Change Order #2a** for **\$12,389.25** The Engineer noted that **Change Order #2a** has been submitted to include the additional cost of changing the Generator from diesel to LP gas of **\$12,389.25**. (note: Town will pay North Carolina Natural Gas directly from the grant proceeds provided concurrence is received from NCDEQ-DWI. Reimbursement to the Town will be included in subsequent reimbursement requests submitted to NCDEQ-DWI. **\$12,389.25**)

- ii. **Change Order #2b** The Contractor has also submitted a change order request for additional costs incurred by the elevated tank located on the site, which overflowed several times, flooding the footing excavations. The Contractor needed to pump the water from the footing excavations of these on numerous occasions. **\$5,861.63**

- iii. **Change Order #2c** The Contractor has submitted a change order to add the epoxy coating on the operating floor of the new facility at the request of the Owner. The floor coating will be installed in two coats, with the first coat being the prime coat to be applied prior to the installation of the equipment. The second coat will be installed near the end of the project to

ensure the coating is not scratched during the installation of the equipment.

**\$18,383.31**

**Total \$36,634.19**

c. **Change Order #3** includes the following: Status *(NCDEQ-DWI Eligibility Determination dated April 26, 2024 has been received)*

i. Modifications to the existing onsite Generator for utilization upon completion of the water treatment facility. The proposed natural gas generator has a long lead time and will not be on site until well after the plant is placed online. **\$20,205.00**

**This has been deleted in Change Order # 5**

ii. Well, house # 2 has fallen in disrepair but is available to operate manually if needed for an emergency. The well is needed to operate in automatic mode during the construction of Well #1 to provide water to the Town. The proposed changes are as follows:

#### **Electrical**

- Building Demo (Roof, Gable Walls, Doors)
- Furnish and install a new 200-amp service riser
- Furnish and install a new meter base
- Furnish and install a new 200-amp manual transfer switch
- Install existing generator receptacle on site of new transfer switch
- Furnish and install a new 100-amp disconnect inside the building
- Furnish and install a new Size 3 starter for the well pump
- Furnish and install a new 120/240-volt panel
- Furnish and install new lighting and receptacles
- Furnish and install a new unit heater
- Furnish and install a new wireless contact closure relay system from the existing well house to the new water treatment plant to operate the new starter in automatic position from new system controls.

#### **Building Rehab**

- Install a new roof truss system
- Replace all roof sheathing with ½” plywood and nails per building code
- Cover sheathing with roofing underlayment and 30-year architectural shingles
- Remove existing gable wall sheathing and replace it with ½” plywood
- Install WRB felt on plywood, install LP smart side lap siding, paint (white)
- Install fascia and paint (white). Install soffit, paint (white)
- Replace and paint exterior double and single access door
- Report several areas of existing brick and block

**\$123,284.18**

The Contractor has performed an additional evaluation of the building and determined that it to be less expensive to replace the existing roof (now caved-in) with a new “A” frame gable roof with fiberglass shingles and watertight hatch to provide access to pull the well for maintenance and/or replacement. It shall include the replacement of any control wiring between the well and the water treatment facility. Based upon the schedule and parts availability (approximately one week), we recommend that NEMA 1 electrical boxes be installed inside

the rehabilitated building. In order to install an outside electrical rack will require the installation of NEMA 4X stainless steel boxes, which currently have a lead time of 48 weeks.

The Town has contacted Bill Magette with Magette Well & Pump Co., Inc. of Ahoskie, North Carolina, who has provided the Town with a quote to evaluate Well #2 as follows:

• Pull LST Pump:	6 @ \$ 400.00	\$ 2,400.00
• Run Video Survey:	1 @ \$1,200.00	\$ 1,200.00
• Brush Well and Suction Debris:	6 @ \$ 400.00	\$ 2,400.00
• Add acid, brush, and Suction:	1 @ \$2,800.00	\$ 2,800.00
• Super chlorinate Well:	1 @ \$ 280.00	\$ 280.00
• Evaluate pump/Estimate to repair or replace:	1 @ \$ 00.00	\$ 00.00
	<b>Sub Total</b>	<b>\$ 9,080.00</b>
	Sales Tax	\$ 635.60
	<b>Total</b>	<b>\$ 9,715.60</b>
	Overhead Costs/Bonds/Insurance (2.25%)	\$ 224.07
	Contractor Fee/Profit (10%)	\$ 995.85
	<b>Total for Well</b>	<b>\$11,178.41</b>

**Total \$154,667.59**

- d. **Change Order #4** includes the following: Status (NCDEQ-DWI Eligibility Determination dated July 10, 2024 has been received.

Additional electrical to connect Well #1 (water plant site well) after replacement and controls from the other two buildings:

• Furnish and install 40 Amp breaker in MDP panel.	
• Furnish and install conduit and wire from MDP to Well House #1 60 amp disconnect.	
• Furnish and install 30 KVA 480/240-volt 3-phase transformer for Well #1 Pump	
• Furnish and install Combo Starter (Size-3) for New Pump Motor in Well #1	
• Furnish and install wiring from Starter to Well Pump #1	
• Furnish and install wiring from Panel LB in Well #1 New Building to Existing Shelter for 120-volt power.	
• Furnish and install wiring from Panel LB to the existing Lawn Mower Building.	
• Project supervision	
• Electrical Subcontractor	\$ 27,668.00
• Project Management	\$ 1,383.40
	<b>Sub Total</b>
	<b>\$ 29,051.40</b>
• Overhead Costs/Insurance 5.25%	\$ 1,525.20
• Contractor Fee/Profit @10%	\$ 2,905.14
	<b>Lump Sum Total</b>
	<b>\$33,481.74</b>

- e. **Change Order #5**, which includes the replacement of the piping at Well #2 (remote well) has been submitted to the Engineer for submission to NCDEQ-DWI as follows:

The purpose of the change order is for the rehab of the remote well to include the submersible well pump, motor replacement, and well piping replacement. The existing piping is in poor

condition and does not operate correctly. The well pump and motor need to be replaced due to its age and poor performance.

• Well #2 Repair (Per Proposal)	\$29,882.96
• Replace (3) 4" Flanged Gate Valves w/HW	\$ 6,000.00
• Replace (1) 4" Check Valve	\$ 2,250.00
• Replace Turbine Meter	\$ 4,350.00
• Replace Well Piping (fittings, spools, gaskets, nuts, and bolts)	\$13,500.00
• Replace Hose Bibb Testing Port	\$ 525.00
• Replace Air Release	\$ 1,850.00
• Project Coordination and Assistance	<u>\$ 1,458.95</u>
	<b>Sub Total</b>
	<b>\$59,816.91</b>
• Overhead Costs/Insurance @ 2.25%	\$ 1,345.88
• Contractor Fee/Profit @ 10%	<u>\$ 5,981.69</u>
	<b>Grand Total</b>
	<b>\$67,144.48</b>

**Deduct Change Order #3A**

Earlier Change Order #3A has been deducted due to the arrival of the new Generator. #3A included modifications to the existing Generator to operate in the interim while awaiting the delivery of the new Generator several months later. However, the new Generator arrived much sooner than expected; therefore, the modifications are no longer needed.

• Electrical Work	\$ (-16,500.00)
• Project Coordination and Assistance	<u>\$ (- 1,500.00)</u>
	<b>Sub Total</b>
	<b>(-18,000.00)</b>
• Overhead Costs/Insurance @ 2.25%	\$ (- 405.00)
• Contractor Fee/Profit @10%	<u>\$ (- 1,800.00)</u>
	<b>Total</b>
	<b>\$ (-20,205.00)</b>
<b>Net Total Change Order #5</b>	<b>\$ 46,939.48</b>

**4. Shop Drawing Status**

- The Engineer and Contractor noted **no outstanding shop drawings.**

**5. RFI Status**

- None

**6. Pay Request Status**

All payment requests received to date have been submitted to NCDEQ-DWI for reimbursement.

**7. Contractor Concerns/Questions**

The Contractor expressed concerns regarding the timing of removing the existing pre-engineered metal building. The Town indicated that an individual had expressed interest in dismantling the building for erection at another site. The Contractor noted it is imperative to have the building removed from the site within the proposed schedule of the project so as not to impede progress.

The Contractor noted that the start-up of the Mission SCADA equipment would need to be delayed until Well #1 was back online. The Engineer noted that the SCADA system needed to operate partially to allow the new plant to operate while the plant operates on Well #1.

The Engineer noted that the plant will read the water level in the elevated tank via a pressure transducer. The system will need to operate to cut the well off at the overflow elevation and cut off at the predetermined low level in the tank.

**8. NCDEQ-DWI Questions/Concerns**

Mr. Jim Morrison with NCDEQ-DWI did not attend this meeting.

**9. Owner Concerns/Questions**

The Town expressed concern about condensation of the treatment units due to hot weather and high humidity. The Engineer stated that air conditioning was not planned for the treatment room but would contact NCDEQ-DWI to inquire to ensure the addition of the AC was an eligible cost item and relay the answer back to the Town.

**10. Engineer Concerns/Questions**

No additional comments noted

**11. Misc. Questions**

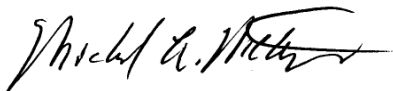
None

**12. Next Progress Meeting**

The next progress meeting is tentatively scheduled for 10:00 AM on September 18, 2024.

**13. Adjourn**

Submitted this the 4th day of September 2024



---

Michael L. McAllister, M-ASCE  
Principal Project Manager



# SIGN-UP SHEET – PROGRESS MEETING

MESCO Project No.: G-22060

Project Name: Town of Jamesville – Water Treatment Plant  
SRP-D-ARP-0111

Date: August 21, 2024 – 10:00 AM

NAME	COMPANY	PHONE	email
Michael McAllister	Municipal Engineering	919-772-5393	mmcallister@mesco.com
Robert Craddock	Ty D'Lores	252 792 4248	
• Mack Thornton	Municipal Engineering	919 524 2521	M.T.524@comcast.com
• MARY ALLEN	Town of Jamesville	252-508-3505	mgoddford@aol.com
Neil Geller	Town of Jamesville	252-809-3174	
• Craig A. Tucker	Town of Jamesville	252-394-4402	jamesville.mayor@emborgmail.com
JOSEPH SURLS	ENVIRO - TECH	252-489-0521	JSURLS@ETUCS.COM
William Wilkins	Tracy Thomas	252 792 1422	WilliamWilkins@emborgmail.com
• William Wilkins	York Zoning	252-413-9800	
• Kim Cokerell	Town of Jamesville	252-792-5555	jamesville@emborgmail.com
Nick Brown	ENVIRO-TECH	(Remots)	

\* Include FAX number or email address if you want a completed copy of the sign-up sheet sent to you.