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# PROGRESS MEETING MINUTES



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

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

**DATE:**                         **September 18, 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 Surlles	ETUCS
Nick Brown	ETUCS (via remote)
Mack Thornton	Municipal Engineering, Inc.
Michael L. McAllister	Municipal Engineering, Inc.

**2. Project Status**

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

- The Gas Meter for the LP generator has been set in the proper location.
- The Pressure transducer has been installed to control the well pumps and plant.
- The SCADA equipment has been installed at Well #2
- The Greensand filters, Reverse Osmosis, Clean-in-Place System, and Chemical Feed systems are fully functional, have passed the bacteriological testing, and are ready for service.
- Office and Bathroom are complete, minus the toilet seat.

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

- Complete well inspection, replacement, and change-out of piping at well #2.
- Check the site for an isolation valve between the old plant and the elevated tank to isolate the piping to switch to the new facility.
- Complete chemical feed system for training by the manufacturer.
- Perform Generator start-up and load test by manufacturer/vendor.
- Final Connection of the Mission SCADA system for the operation of the facility.
- 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       | <u>\$ 1,383.40</u>  |
|                            | <b>Sub Total</b>    |
|                            | <b>\$ 29,051.40</b> |
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- |                                  |                       |
|----------------------------------|-----------------------|
| • Overhead Costs/Insurance 5.25% | \$ 1,525.20           |
| • Contractor Fee/Profit @10%     | <u>\$ 2,905.14</u>    |
|                                  | <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.

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|--|-------------|
| • 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**

f. 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. NCDEQ-DWI Eligibility Determination dated October 3, 2024, has been received.

• 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 again 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.

It was suggested that the Town buy either a laptop or tablet to be used with the Mission SCADA System. It was noted that the alerts can also be sent to a smartphone.

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It was suggested that a bollard be placed at the Natural gas meter since it was exposed to the parking area.

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

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

**9. Owner Concerns/Questions**

The Town reiterated that the individual who intends to disassemble the existing pre-engineered metal building plans to remove it over a weekend and relocate it.

The Town expressed no interest in retaining any of the old filters and softener units within the old building. However, they wish to retain the new salt tank which is sitting in the front of the building.

The Ribbon cutting is scheduled for the next progress meeting to be held on October 16, 2024. *Subsequent discussions with the Town regarding the timing of the certifications and adjustments to the blend of permeate to raw water it was suggested that the ribbon be postponed until the November 20, 2024 meeting.*

**10. Engineer Concerns/Questions**

The Engineer noted that we are still awaiting the design for the Air Conditioning system in the equipment room for the water plant.

It was also noted that the Town should contact the NCDEQ Washington Regional Office prior to operating the placing of the new treatment system into service. *The Applicant Certification and Engineer's partial Certification were submitted to [PWSSection.PlanReview@deq.nc.gov](mailto:PWSSection.PlanReview@deq.nc.gov) and copied to Shawn Guyer, Jamie Midgette, and Clif Whitfield of NCDEQ on October 9, 2024.*

**11. Misc. Questions**

None

**12. Next Progress Meeting**

The next progress meeting is tentatively scheduled for 10:00 AM on October 16, 2024.

**13. Adjourn**

Submitted this the 14th day of October 2024



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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: September 18, 2024 – 10:00 AM

NAME	COMPANY	PHONE	email
Michael McAllister	Municipal Engineering	919-772-5393	mmcallister@mesco.com
MARY ALLEN	Town of Jamesville	252-508-3505	mgod4go1@xol.com
Craig Tucker	" "	252-394-4402	
Richard Craddock	" "	252-792-4248	
Kimberly Cockrell	Town of Jamesville	252-792-5000	jamesville@jamesville.com
Willis Wilkins	" "	252-772-1932	
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NICK BROWN	ETUCS, LLC	252-207-8537	nbrowne-etucs.com
JOSEPH SURLES	ETUCS, LLC	252-409-0521	jsurles@etucs.com
Mark Thonator	PLECO	919-524-2521	mark@pleco.com
Neil Wilky	Jamesville		

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