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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:**                         **April 17, 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**

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

**TOPICS:**

*Note: Information in italics is information obtained or discussed outside the formal meeting.*

**1. Attendees**

Hon. Craig Tucker, Mayor	Town of Jamesville
Hon. Rachel Craddock, Commissioner	Town of Jamesville
Hon. Kim Cockrell, Commissioner/Clerk/Finance Off.	Town of Jamesville
Hon. Mary Allen, Commissioner	Town of Jamesville
Nick Brown	ETUCS
Joseph Surles	ETUCS
Mack Thornton	Municipal Engineering, Inc.
Michael McAllister	Municipal Engineering, Inc.

**2. Project Schedule**

During the Engineer’s site visit, it was noted the building is complete, and the suspended ceiling has been installed in the office and restroom, complete with drywall. The Reverse Osmosis, Greensand Filter, and clean-in-place skids have been set in their approximate location. The package chemical feed systems have been set in their approximate locations but will need to be mounted on the wall. The sanitary sewer tie-in across the road has been installed, complete with a manhole. The chemical feed tanks were sitting within a containment basin.

Nick Brown with ETUCS noted the following:

**A. Work Accomplished since the last meeting in March:**

As noted previously, the RO, Greensand, and clean-in-place skids have been placed in their approximate location. The package chemical feed units are sitting on the floor in their approximate location to be mounted on the wall. The electrical room has been covered in plywood and painted white, and some of the panel boxes, conduit, and transfer switch have been hung. The greensand media has arrived but will not be installed until the greensand skid is in its permanent position. Chemical Feed containment and tanks have been set at the rear of the building.

The sanitary sewer tie-in to the existing sanitary sewer across Harrison Drive, complete with a manhole.

**B. Work to be Accomplished next month:**

- a. The Contractor noted that they expect to pave the roadway cut where the sanitary sewer line was installed (Monday, April 22<sup>nd</sup>, weather permitting).
- b. Painting of drywall surfaces in the office, restroom, and end wall in the primary equipment room. The Contractor noted the interior wall within the main treatment equipment room will be painted light blue. The office and restroom will be painted white.
- c. Trim around windows and doors. Due to appearance issues, the Contractor has proposed an alternate solution for handling the trim pieces.
- d. Preliminary site grading.
- e. Complete building wiring.
- f. Set pre-cast building for Well #1. Depending on the status of the repair, see item #10 Owner Comments
- g. Treatment System
  - i. Install the stainless-steel contact tank.
  - ii. Interconnection piping between the stainless-steel contact tank, greensand filters, reverse osmosis (RO), and Clean-in-Place (CIP) units. Connections to effluent piping to tank and piping from potable wells.
  - iii. *Correct the Bulk Chemical Feed Structure to elevate bulk tanks, as shown in the drawing. Note the Contractor constructed the structure with a containment. The Engineer noted the tanks are double wall construction and do not need containment and are elevated to ensure the tanks will provide flooded suction to the various chemical feed skids. The above was discussed with the Contractor subsequent to the progress meeting.*
  - iv. Install the Greensand Filter media and RO membranes.
  - v. Cut off and install a door between the treatment room and storage area.

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 last month'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 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 (Submitted to NCDEQ-DWI on April 23, 2024)

- 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**
- 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 nail 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**

**4. Shop Drawing Status**

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

## 5. RFI Status

- The Engineer noted he had received an email from Bill Freed with ETCUS regarding minor changes in the pipe material of the treatment units. *The email will be copied and attached to the Field Change Order form for record-keeping purposes.*

## 6. Major Equipment Delivery Status

Mr. Nick Brown with ETUCS indicated again the anticipated delivery time of the proposed equipment as follows:

- The Generator/ATS:** The delivery date has not changed since the information was given during the last progress meetings. The Generator delivery remains at approximately 52 weeks from the approval of the shop drawings.
- The Stainless Steel Dechlorination Tank:** Delivery of the stainless-steel tank is expected within the next two weeks.
- The pre-cast building for well and appurtenances:** The Contractor indicated that the pre-cast Concrete building is complete and is awaiting a delivery time from the General Contractor. It is anticipated the unit will be delivered in May or upon repair of well #1
- Greensand Filter Media**

## 7. Pay Request Status

The Contractor noted that they still await Payment Request #7 for \$41,087 dated 3/1/2024. The Engineer noted that Bobby Blowe with Municipal Engineering has contacted NCDEQ-DWI regarding when payment can be expected. *Subsequent to the meeting, we learned that the payment processing was held up, waiting for the eligibility determination of Change Order #2. The \$36,634.19 change order was shown in the change order box on page one of the Contractor's Application for Final Payment. NCDEQ-DWI approved Change Order #2 on April 16, 2024, and we therefore expect payment to be processed soon and payment made to the Town via electronic ACH transfer. As a reminder, please do not include change orders until they have received the determination of eligibility from NCDEQ-DWI, as it will delay payment.*

## 8. Contractor Concerns/Questions

The Contractor noted the chemical feed skids have been placed on the floor in their approximate location where they will be mounted on the wall. The skid for the Sodium Hypochlorite will be mounted aft of the existing window, with the remainder to be installed between the window and the door. The Contractor noted that these skids will be mounted up at a comfortable height for operation. *Please note the backwash pump and associated piping are not needed as the backwash is provided as part of the Greensand Filter skid.*

The Contractor awaits word from Dominion Power and North Carolina Natural Gas regarding the new electrical service connection and natural gas and meter location for the new generator. *Note well #2, as referenced in Change Order No. 3 will require a new meter.* **The Contractor has requested the Town follow up with both utility companies as they are listed as the customer.**

The Contractor described the two PVC baseboard items for the restroom and office either the thin vinyl base with a curved bottom or the thicker PVC baseboard with PVC shoe molding. The Town indicates they would rather have the thicker molding.

## 9. NCDEQ-DWI Questions/Concerns

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

**10. Owner Concerns/Questions**

It was noted that Well #1 (the existing main well at the treatment facility building) is out of service. The plant is currently operating manually on the remote well #2, which is also in need of repair. The Town noted they had contacted Bill Magette with Magette Well & Pump Co., Inc. of Ahoskie, North Carolina, to perform an assessment of the well and determine the scope of repair. However, the Town has indicated they had difficulty obtaining a call back from Mr. Magette. **The Town will continue to follow up and contact Mr. Magette, as the well must be placed back in operation.** It is anticipated that the Town will pay Magette Well & Pump Co., Inc. directly from the Town's fund balance and seek reimbursement from the NCDEQ-DWI. *The Engineer will provide these costs and the cost associated with the placement of the gas line from Piedmont to NCDEQ-DWI to determine if they are reimbursable costs in the manner described.*

The Engineer recommended that the pump drive configuration (Turbine with the motor mounted at the top) remain the same rather than changing the configuration to a submersible design. The purpose is to avoid having to go through the permitting process with NCDEQ Public Water Supply, which adds additional time to the project.

**11. Engineer Concerns/Questions**

*It was noted that Piedmont had the cost of the installation from the original quote received of \$1,933.20 to \$3,331.80. The contract for this item will be sent to NCDEQ-DWI for their records.*

**12. Misc. Questions**

None

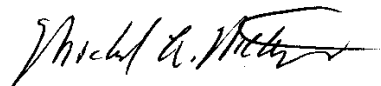
**13. Next Progress Meeting**

The Engineer noted the next meeting is scheduled for May 15, 2024.

**14. Adjourn**

Many thanks to all who attended the meeting today, and we look forward to the next meeting in May.

Submitted this the 23rd day of April 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: April 17, 2024 - 10:00 AM

NAME	COMPANY	PHONE	email
Michael McAllister	Municipal Engineering	919-772-5393	mmcallister@mesco.com
Rachel Bradstreet	T&J's		
Kim Cochran	Town of Jamesville	252-792-5054	kim@jamesville-embarcadero.com
Mel Gibson	Municipal Engineers	919-524-2521	mgibson@jamesville-embarcadero.com
Mary Allen	Town of Jamesville		
Craig A. Tucker	Town of Jamesville	252-394-4402	jamesville-mayor@embarcadero.com
Dick Brown	ETUCS	252-207-8537	nbrown@etucs.com
JOSEPH SUBLES	ETUCS	252-989-0521	jsules@etucs.com

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