



LEHIGH COUNTY AUTHORITY

November 23, 2015

BOARD MEETING AGENDA

1. Call to Order
2. Review of Agenda
 - *Public Participation Sign-In Request*
3. Executive Sessions
4. Approval of Minutes
 - August 31, 2015 Board Meeting Minutes
 - October 19, 2015 Workshop Meeting Minutes (mailed out under separate cover)
5. Public Comments
6. Action / Discussion Items

FINANCE AND ADMINISTRATION

WATER

WASTEWATER

- **Allentown Division- Wastewater Treatment Plant – Odor Control Tower Replacements/Repairs**
- **Allentown Division – Wastewater Treatment Plant Main Pump House Locker Room Renovations – Construction Phase**

7. System Operations Overview
8. Staff Comments
9. Solicitor's Comments
10. Other Comments
11. Adjournment

DECEMBER MEETING

Board Meeting

December 14 – 12:00 p.m.

PUBLIC PARTICIPATION POLICY

In accordance with Authority policy, members of the public shall record their name, address, and discussion item on the sign-in sheet at the start of each meeting; this information shall also be stated when addressing the meeting. Members of the public will be allowed 5 minutes to make comments/ask questions regarding non-agenda items, but time may be extended at the discretion of the Chair; comments/questions regarding agenda items may be addressed after the presentation of the agenda item. Members of the public may not request that specific items or language be included in the meeting minutes.

REGULAR MEETING MINUTES

August 31, 2015

The Regular Meeting of the Lehigh County Authority was called to order at 12:15 p.m., on Monday, August 31, 2015, Acting Chairman Emrich Stellar presiding. Other Members present at the commencement of the meeting were: Norma Cusick, Ted Lyons, Scott Bieber and Deana Zosky. Authority Staff present were Aurel Arndt, Liesel Adam, Pat Mandes, Frank Leist, Brad Landon, John Parsons, Chuck Volk, Bob Keenan and Lisa Miller.

PUBLIC COMMENTS

Mike Siegel of Lower Macungie Township was present at the meeting and addressed the Board asking for more transparency regarding the EPA Administrative Order and the Budget. He also stated that he would like to see more information on the LCA website as to what is being done with specific projects including the sewer system and I & I issues. Additionally, he suggested that there is a drought and he has concerns regarding the Little Lehigh Creek flows. Aurel Arndt stated that LCA has been at the forefront with its efforts with Western Lehigh Interceptor signatories and put together a coalition regarding the EPA Administrative Order. There has been a public meeting and ongoing meetings with the municipalities in Western Lehigh to coordinate efforts.

Deana Zosky stated that she would like to see reporting on progress made toward accomplishing specific objectives outlined for the Administrative Order projects. There was some discussion regarding projects and reports on the LCA website. Liesel Adam said that many of LCA's reports are on the website and that we can look into ways to make them easier to locate.

Scott Bieber commented on the drought and said that since LCA has the agreement with Allentown it is pumping less water out of its wells than it had been. Aurel Arndt confirmed that to be true and explained the advantage of conjunctive water use. Since LCA is now responsible for the City system, it monitors the Little Lehigh flows because of pass by requirements that it must maintain. The fact that the Klines' Island Wastewater Treatment Plant is downstream of the Little Lehigh basin, essentially all that is arriving at that plant is reflective of what is happening up stream. Today LCA is drawing at the permitted levels. These levels and withdrawals are watched on an ongoing basis and if these circumstances would change, then the supply configuration would change and we would go to the Lehigh River as an alternative. In general, LCA uses the springs as a primary source. In regard to Lower Macungie Township, we have a monitoring program that is ongoing with Wells 8 and 12 and provide the Township with reports so the Township is aware of the groundwater circumstances and implications of withdrawal from those LCA wells. LCA also has ongoing communication with USGS regarding the gauging stations. Data from the USGS gauges is continuous in real time and the data from LCA's monitoring wells is once per month. More discussion followed.

David McGuire was present representing the Sierra Club of the Lehigh Valley to discuss transparency and water quality. He stated that the Board meeting time is not conducive to public participation and would like to see the meetings moved to the evening. He also stated his dissatisfaction with past LCA meetings. He was also interested in discussing the Biosolids Land Application Contract that was on the Agenda. He commented that the choice of disposal and application of biosolids are contested in the environmental community and he feels that LCA does not create opportunities to engage communities or the Environmental Advisory Council to comment on this process.

Mr. McGuire said he recently had an issue with accessing his water through the curb box and LCA personnel gave excellent service while trying to resolve his issue.

Emrich Stellar thanked Mike Siegel and David McGuire for their comments. Brad Landon stated that there was a time when the Board held their meetings in different municipalities in the evening and most meetings had no public attendance.

REVIEW OF AGENDA

Aurel Arndt said that he has two additions to the Agenda. One is an Executive Session after the regular meeting to discuss personnel issues and second, during the Solicitor comments, Brad Landon has a policy issue he would like the Board to reconsider.

APPROVAL OF MINUTES**July 27, 2015 Workshop Meeting Minutes**

On a motion by Norma Cusick, seconded by Deana Zosky, the Board unanimously approved the Minutes of July 27, 2015 (5-0).

ACTION AND DISCUSSION ITEMS**2015 Audit**

Aurel Arndt recommended approval of a one year extension to the contract for audit services to Zelenofske and Axelrod. The cost is the same as the 2014 audit fee. He also recommended going through the solicitation process for a full service audit in 2016.

On a motion by Scott Bieber, seconded by Norma Cusick, the Board unanimously approved a one year extension to the contract for auditing services to Zelenofske and Axelrod (5-0).

Water System Financing

Chris Gibbons of Concord Public Financial Advisors and Kevin Reid of King, Spry, Herman, Freund & Faul were present to discuss the refinancing of the Water Revenue Bond, Series of 2008 and review the bids received. Aurel Arndt gave an overview and said the bond fixed rate will expire on November 1, 2015 at which time the 2008 bond will revert to a variable interest rate. LCA authorized Concord Public Financial Advisors to solicit proposals to refinance the 2008 bond. Their recommendation is to take the proposal from National Penn Bank. Some discussion followed. Kevin Reid gave an overview of the refunding project and reviewed Resolution 8-2015-1. He stated that this project is consistent with the Indentures. Some additional discussion followed. Brad Landon asked that the wording "not to exceed" be added to the second sentence of the title of the Resolution and again on page 3, 1A.

On a motion by Norma Cusick, seconded by Ted Lyons, the Board unanimously approved Resolution 8-2015-1 (5-0).

2013/2014/2015 Benchmarks

Aurel Arndt summarized the 2014 Benchmark Overview. He said for 2014, the Suburban Division met all 20 goals except for 3, Customers Receiving Delinquency Notices, Wastewater Treatment Effectiveness and Unaccounted for Wastewater Flow. The City Division met 2 out of 6 goals, Bond Coverage and Net Final Project Cost. There was some discussion regarding how these Benchmarks are selected. There was also discussion on doing the Benchmarks more routinely and in alignment with the monthly Budget. Additional discussion was held on the various Benchmarks.

Aurel Arndt commented that Linda Eberhardt gathered the data for the Benchmarks and also the 2nd Quarter Financials and thanked her for all her effort in getting this done.

2nd Quarter 2015 Financial Statement

The 2nd Quarter 2015 Financial Statement was presented to the Board for approval. The Suburban Division continues on the positive side. The City Division does have some challenges. Aurel Arndt explained the rates. The Board noted that the debt service ratio needs discussion.

On a motion made by Scott Bieber, seconded by Norma Cusick, the Board accepted the 2nd Quarter 2015 Financial Statement (5-0). Deana Zosky said that she would like to see the Budget number shown against the actuals.

2016 Budget Assumptions

Aurel Arndt reviewed the 2015/2016 Budget Overview sheet as presented to the Board. The bond coverage requirements were discussed. The 2016 City Division Budget will have a shortfall unless additional action is taken. Aurel Arndt stated that part of the problem is that the revenue modeling used long term inflation history and currently the CPI is 0%. Another compounding issue is the wastewater revenue drop off. Expenditures and Operational personnel costs regarding capital projects will be looked at closely in attempt to close this shortfall.

Suburban Division – Pumping Station Projects (SCADA)

Frank Leist gave an overview of the project. He is asking for approval of Capital Project Authorization Amendment No. 1 for the Central Lehigh Division Pumping Station SCADA in the amount of \$73,593, the Capital Project Authorization Amendment No. 1 for the Pine Lakes Pumping Station SCADA in the amount of \$53,839, the Capital Project Authorization Amendment No. 1 for the Crestwood Pumping Station SCADA in the amount of \$53,013, and the Professional Services Authorization to Aptus Control Systems, Inc. in the amount of \$149,045. The Central Lehigh Division Pumping Station SCADA project will provide the capability to pump water from the Lower to the Upper system of the Central Lehigh Service Area of the Suburban Division. Costs are within the Budget.

On a motion made by Scott Bieber, seconded by Norma Cusick, the Board unanimously approved the Capital Project Authorization Amendment No. 1 for the Central Lehigh Division Pumping Station SCADA in the amount of \$73,593, the Capital Project Authorization Amendment No. 1 for the Pine Lakes Pumping Station SCADA in the amount of \$53,839, the Capital Project Authorization Amendment No. 1 for the Crestwood Pumping Station SCADA in the amount of \$53,013, and the Professional Services Authorization to Aptus Control Systems, Inc. in the amount of \$149,045 (5-0).

Roof Replacement Project – Pretreatment Plant

Chuck Volk gave an overview of the project. He is asking for approval of the Capital Project Authorization for the Construction Phase of the project in the amount of \$900,000 and to award the contract to Pro Com Roofing Corp. in the amount of \$393,000. The warranty is for 30 years. He stated that D'Huy Engineering has worked with Pro Com Roofing Corp. before but LCA has not.

On a motion by Ted Lyons, seconded by Norma Cusick, the Board unanimously approved the Capital Project Authorization for the Construction Phase of the project in the amount of \$900,000 and awarded the contract to Pro Com Roofing Corp. in the amount of \$393,000 (5-0).

Biosolids Land Application Contract

Aurel Arndt gave the background on the Biosolids Disposal contract. The cost is going up to \$17.50 per wet ton from \$17.39 per wet ton. The term of the contract is 3 calendar years commencing on March 1, 2016. LCA has the option to renew the agreement for two additional years of separate one year terms. Discussion followed and Pat Mandes explained the process.

On a motion by Norma Cusick, seconded by Scott Bieber, the Board unanimously approved the Agreement with Synagro Central LLC for the Biosolids Disposal contract (5-0).

SYSTEM OPERATIONS OVERVIEW

Nothing to report.

STAFF COMMENTS

None.

SOLICITOR'S COMMENTS

Brad Landon stated that our Main Extension Policy requires that developers put up bond security. The policy states that a letter of credit is acceptable. He said that Jaindl Corp. has asked us to decrease the holding of the stock value from 200% to 120%. Discussion followed. It was recommended that the particulars of LCA ability to access any assets on a default be clarified.

OTHER COMMENTS

None.

EXECUTIVE SESSION

The Acting Chairman called an Executive Session at 3:06 p.m. to discuss a personnel matter.

ADJOURNMENT

There being no further business, the Acting Chairman adjourned the meeting at 3:58 p.m.

Norma Cusick
Acting Secretary

FINANCE & ADMINISTRATION**ACTION ITEMS**

DISCUSSION ITEMS

INFORMATION ITEMS

1. Recently Purchased Investments – Certificates of Deposit (CDs)

CERTIFICATES OF DEPOSIT						
Fund	Bank	Location	Gross Amount	Date of Purchase	Date Due	Net Rate %
WW Capac	Everbank	Jacksonville, FL	249,000.00	10/16/15	1/17/17	0.75
WW Capac	All America Bank	Oklahoma City, OK	200,000.00	10/16/15	4/15/16	0.3
WW Capac	Dubuque Bank and Trust Co	Dubuque, IA	200,000.00	10/16/15	4/15/16	0.3
Cons Wtr (2)	Security State Bank	Sutherland, IA	249,000.00	10/16/15	1/16/18	1.0
Cons Wtr (2)	Synovus Bank	Columbus, Ga	248,000.00	10/16/15	10/16/17	1.0
Cons Wtr (2)	Pacific Premier Bank	Irvine, CA	249,000.00	10/21/15	4/21/17	0.7
WW Capac	Security Federal Bank	Aiken, SC	249,000.00	10/26/15	4/26/17	0.7

Fund Descriptions for Investments:

Cons Wtr (2)	Consolidated Water (2)
LLRI CR	Little Lehigh Relief Interceptor Capital Reserves
Cons LL2 (314)	Consolidated Little Lehigh Relief Interceptor 2
WW Capac	Wastewater Capacity
2010 Wtr Cons A	2010 Water Construction, Series A Bond
Wtr R&R	Renewal and Replacement

WATER

ACTION ITEMS

DISCUSSION ITEMS

INFORMATION ITEMS

1. Suburban Division - Water Main Replacement Program Cycle 1

The project consists of the replacement of 1.73 miles of aged and/or failing Cast Iron water main. Design is currently under way.

2. Suburban Division - Water Main Replacement Program Cycle 2

The project consists of the replacement of 1.5 miles of aged and/or failing Cast Iron water main. Design is currently under way.

3. Suburban Division – Pumping Station Projects

This project will involve upgrades at two existing small system booster stations and the installation of one new major booster station in the Central Lehigh Division (CLD). The Pine Lakes Project will feature the conversion of the existing hydro-pneumatic station to a variable frequency drive controlled double pumping system (along with other miscellaneous improvements). The Crestwood Project consists of abandonment of existing wells and storage tank currently serving higher elevation customers and a connection of the pumping station to the main North Whitehall Division System. The CLD Auxiliary Pump Station Project will feature the installation of a new booster station and main extension to pump water from the Lower to the Upper System. The projects will also involve upgrade/installation to a SCADA system at each of the sites. The design for all three projects commenced in June. The PADEP Public Water Supply (PWS) Permit applications were reviewed for the Pine Lakes and Crestwood Projects. The PWS permit application for the CLD Project must still be reviewed.

4. Suburban Division – Capece Tract, WL#20 and Res #3 Improvements

Professional Services contracts have been awarded to begin design, permitting and bidding of system improvements. WL#20 will be switched over to a variable frequency drive motor, to better control power usage and maintain steady output. Reservoir #3 will receive a motor activated butterfly valve, to maintain filling capabilities and chlorine contact levels. Both facilities will receive an upgrade to their SCADA systems.

5. Suburban Division – Rt. 309 Crossing @ Sand Spring Road

Professional Services contracts have been awarded to complete design and begin permitting and bidding of a 12” carrier pipe across Rt. 309. Previously, a 24” casing was installed at this location. Completion of this line will bring public water to the property line of Lehigh Carbon Community College.

6. Allentown Division- Schantz Spring Chlorination Issue

The project is to design and construct a facility or improvements that assure continuous chlorination of the Schantz Spring water supply. PADEP permit applications have been

prepared and all materials have been ordered so installations may begin. Chlorine injection point has been moved back to the bypass line, and the new chlorine analyzer is on-line. Peristaltic chemical pumps have been installed. Correlation of chlorine levels between the spring and the water plant have begun in order to determine if a static mixer is required. Preliminary correlation data indicates that a static mixer is not required. Follow-up reports will be issued. A full-scale test of the emergency power system has been executed and everything functioned properly and according to design. This Project is identified as Un-Completed Work and will be funded by the City.

7. Allentown Division – Prelease Valve Replacements

The project is the replacement of approximately 55 inoperable valves in multiple locations throughout the City that existed prior to the lease settlement. Design is currently under way. This project is identified as Un-Completed Work and will be funded by the City.

8. Allentown Division – Water Main Replacement Program- Cycle 2

The project is the replacement of 2-miles of aged and/or failing Cast Iron water main in multiple locations throughout the City. Construction is currently under way and near completion. This Project is identified as Schedule-7 Work and will be funded by LCA Allentown Division.

9. Allentown Division – Water Main Replacement Program- Cycle 3

The project is the replacement of 4-miles of aged and/or failing Cast Iron water main in multiple locations throughout the City. Design is currently under way. This Project is identified as Schedule-7 Work and will be funded by LCA Allentown Division.

10. Allentown Division – Transmission Main – Leak Detection Survey

The Project includes the use of a non-invasive leak detection methodology to find any leaks that may exist in approximately 33,000 linear-feet of large transmission mains ranging from 16 thru 36 inches in diameter. Both steel and cast iron pipes will be evaluated, with a majority of these mains over 65 years old. Effective non-invasive leak detection on mains of these sizes is a specialized service which requires sophisticated equipment and a high level of expertise. To facilitate the transmission main leak detection survey for this year and to be utilized for future surveys, this project includes the installation by hydro-excavation (*to minimize road damage and restoration costs*) of 21 permanent roadway monitoring points. The Lease Operating Standards requires 110 miles of water mains be surveyed annually. Excepting for the large transmission mains, this work is executed by the Allentown Division Distribution & Collection Department. The leak detection survey footage from this project will count towards the 110 mile annual requirement. Work on the survey is scheduled to begin in mid-September 2015. The project will be funded by the LCA Allentown Division.

11. Allentown Division - Miscellaneous Water Filtration Plant / Water Distribution

This project consists of upgrading the existing stormwater pump/control at Water Distribution. Design is currently underway with a likely spring construction start date. This will be a capital project funded by the LCA Allentown Division.

12. Allentown Division – Water Plant Master Plan

This project involves the creation of a Master Plan for the Allentown Water Plant, water storage tanks, water storage reservoirs, pressure booster stations, raw water springs, and surface water intakes. The Master Plan will involve several key sections including, but not limited to: full-scale condition assessments, process optimization, and development of short term/long term capital plans. The Master Plan is also a requirement included within

the City of Allentown lease. RFPs are anticipated to be distributed to consultants in December 2015. Board approval to award the professional services contract is planned for February 2016. The project will be funded by the LCA Allentown Division.

13. Developments

Water system construction is occurring in the following developments:

- Hamilton Crossings, 2 commercial lots with 20 buildings having retail, financial, convenience and restaurant uses, LMT
- Highgate, Phase 3 (Dunbar Tract), 63 residential lots (sfa), UMT
- Liberty at Mill Creek, 2 industrial lots, UMT
- Spring Creek Settlement Properties, 14 commercial/industrial lots, LMT
- Valley West Estates, Phases 4, 5 & 6, 46 residential lots (sfd), UMT (currently on hold)

Water system plans are being reviewed for the following developments:

- Bortz Tract, 14 commercial units, UMT/SWT
- Diocesan Pastoral Center, 2 commercial lots, 3 additional lots and residual lot for existing cemetery, LMT
- Farr Tract, 94 residential lots (sfd), LMT
- Fields at Indian Creek, 218 residential lots (sfd) & community center, LMT/UMilT/Emmaus, water and sewer
- Grandview, 6 commercial units and 204 apartment units, LMT
- Grant Street Townes, 18 residential lots (sfa), WashT
- Hickory Park Estates, 3 residential lots (sfd), UMT
- Hillview Farms, 31 residential lots (sfd), LMT/SWT
- Indian Creek Industrial Park, 6 commercial lots, UMilT, water and sewer
- Lehigh Hills, 247 residential lots (sfa/sfd), UMT
- Morgan Hills, 40 residential lots (sfd), WeisT, water and sewer
- North Whitehall Commercial Center (Walmart), 5 commercial lots, NWT, water and sewer
- Shepherd's Corner, 1 commercial lot, LMT
- Trexler Business Center, Lot 1, 1 commercial building, LMT
- Weilers Road Twins, 82 residential lots (sfa), UMT
- Woodmere Estates, 60 residential units (sfd), UMT

WASTEWATER

ACTION ITEMS

1. **Allentown Division- Wastewater Treatment Plant – Odor Control Tower Replacements/Repairs - Construction Phase**

The wastewater treatment plant has four odor control units (OCU) that service the four plastic media trickling filters (PMTF). The current OCUs were built in 1983. This project incorporates removal and replacement of two OCUs, each being 41' tall and 12' diameter and #2 and #4 upper towers that have exceeded their normal life expectancy. Also included in the project is fiberglass repairs to OCU Upper Towers #1 and #3, 36" fiberglass ducting repairs, installation of a new OCU fan and duct modifications for #1 tower, and complete painting of the entire system. Only one bid was received and it was well beyond the expected budget. During the September Board Workshop, approval was granted to reject the bid. The project has been re-bid with a modified work scope and construction approval is requested at the November Board meeting. This project will be funded by LCA Allentown Division (*blue*).

2. **Allentown Division - Wastewater Treatment Plant Main Pump House Locker Room Renovations – Construction Phase**

This project includes the renovation of the WWTP Locker Rooms. Construction approval is requested at the November Board Meeting. Construction is expected to start in late fall. This project will be funded by the LCA Allentown Division. Construction phase approval is requested at the November Board meeting (*ivory*).

DISCUSSION ITEMS

INFORMATION ITEMS

1. **Wastewater Treatment Capacity**

Meetings to present the findings of the 537 planning evaluation are being scheduled with the following: the City 537 team, LCA Signatory Representatives, City Signatory Representatives, and the public/stakeholders.

2. **Suburban Division -Wynnewood Terrace Pump Station and Force Main Replacement**

Work started on April 13, 2015, and was Substantially Complete on October 12, 2015. Contractors are working towards final completion with punch lists and restoration.

3. **Suburban Division -Lynn Township – WWTP Improvements, Phases 1 & 2**

The project will upgrade the WWTP head works. Gannett Fleming has submitted 100% design specifications for our review.

4. **Allentown Division – Sanitary Sewer Manhole Lining, Cycle 2**

This annual project will install a lining system (to eliminate infiltration) in approximately 85 aged brick manholes identified by LCA staff. The design phase has been administratively approved. Board approval of the construction phase was granted at the July Workshop

Meeting and construction was completed in October. The project is identified as Administrative Order Work and will be funded by the City.

5. **Allentown Division – Manhole Collars with Water Tight Frame and Covers, Cycle 2**

This three year project will permanently secure the frame and cover of approximately 87 aged brick manholes identified by current LCA staff. This work will eliminate inflow from entering these manholes and eliminate the potential for sanitary sewer overflows (SSO's) from these manholes. Board approval of the construction phase was granted at the July Workshop Meeting and construction was completed in October. The project is identified as Administrative Order and will be funded by the City.

6. **Allentown Division – Sanitary Sewer Manhole Lining, Cycle 3**

This annual project will install a lining system (to eliminate infiltration) in approximately 70 aged brick manholes identified by LCA staff. The design phase will be administratively approved. Board approval of the construction phase will be requested in the Spring of 2016. The project is identified as Administrative Order Work and will be funded by the City.

7. **Allentown Division – Manhole Collars with Water Tight Frame and Covers, Cycle 3**

This three year project will permanently secure the frame and cover of approximately 65 aged brick manholes identified by current LCA staff. This work will eliminate inflow from entering these manholes and eliminate the potential for sanitary sewer overflows (SSO's) from these manholes. Board approval of the construction phase will be requested in the Spring of 2016. The project is identified as Administrative Order and will be funded by the City.

8. **Allentown Division - WWTP-Replacement of Motor Control Centers**

This Project will replace five aged motor control centers that provide power on a 24/7 basis to various parts of the WWTP. The project has been approved by the City as a Major Capital Improvement (MCI). The project completion is still expected by the end of February 2016. This Project is identified in the Lease as Schedule 7 (required) project and will be funded the LCA Allentown Division.

9. **Allentown Division – Roof Rehabilitation and Replacements**

The Project consists of replacing 26 facility roofs that were identified as in need of immediate replacement in the Roof Evaluation report performed by D'Huy Engineering. The design of these replacements are proceeding. The project was presented to the City for review/approval as a Major Capital Improvement (MCI), but the city rejected it as such. Construction began in October and should be complete before 2016. The project will be funded by the LCA Allentown Division.

10. **Allentown Division- SCADA System Installation –Wastewater Treatment Plant:**

Radio startup and testing for all 10 sites was completed on September 3, 2015. All sites passed. The Contractor will prepare and submit a report. Start of the UPS for MPH was completed on Oct. 13.

11. **Allentown Division–Wastewater Treatment Plant- Digester Cover Replacements:**

This project involves the cover replacement of both the Primary Digester No. 1 and the Secondary Digester (the cover for Primary Digester No. 2 was previously replaced in 2010). A Major Capital Improvement (MCI) Conceptual Design has been submitted to the City for review and approval. A request for Board approval of the construction phase is anticipated in January 2016. This Project is identified in the Lease as Schedule 7 (required) project and will be funded by the LCA Allentown Division.

12. Consolidated Systems- SharePoint:

SharePoint workshops were held Sept. 9 – 11, 2015. Workshop topics will be Team sites – Plant services, customer service; Workflow – Board/Staff notes, New employee orientation; KPI/Dashboard – Employee safety, Bond coverage. Microsoft SQL server was installed on the server. GHD will install and configure Microsoft SharePoint 2013 Server along with development of SharePoint applications.

13. Suburban Division – Western Weisenberg Wastewater Treatment Plant Improvements

This project includes; (1) the improvements necessary to rectify the cold weather nitrification issue at the WWTP; and (2) the installation of additional equipment to enhance operation. This project will be funded by the LCA Suburban Western Weissenberg Division. The design phase was approved administratively.

14. Suburban Division – SCARP

The Round 2 final alternatives modeling has been completed. An internal meeting is scheduled to review.

The LCA and City Attorneys have contacted EPA to present suggested language to clarify two issues in the “Order Extension on Consent”. The deadline for execution of the Order is November 30, 2015.

15. Lowhill Township – Sewer System Acquisition

The Board approved this acquisition earlier in the year, but there are a number of items that need to be completed before settlement can take place, which originally was scheduled for October 1st. It does not appear at this point as though that date will be met, particularly since there is an agreement with Upper Macungie Township Authority that needs to be revised or assigned.

MEMORANDUM

Date: November 23, 2015

To: Authority Board
From: Phil DePoe
Subject: Kline's Island WWTP – Trickling Filter Odor Control System Repairs and Replacements – Construction Phase

MOTIONS / APPROVALS REQUESTED

No.	Item	Amount
1	Capital Project Authorization – Construction Phase	\$486,330
2 ⁽¹⁾	Professional Services Authorization – D'Huy Engineering	\$18,900
3	General Contract Award – Blooming Glen Contractors	\$427,430

(1) Included in the Capital Project Authorization.

PROJECT OVERVIEW

The project consists of the repair and replacement of materials and equipment associated with the Trickling Filter Odor Control System at Kline's Island WWTP. Odor Control Unit No. 2 and 4 have reached their expected lifespan and are structurally deficient.

FINANCIAL

This Project will be funded by the LCA Allentown Division.

PROJECT STATUS

The project was advertised for bid on October 23, 2015. A mandatory pre-bid meeting was held on October 23, 2015. Bids were received on November 10, 2015.

THIS APPROVAL – CONSTRUCTION PHASE

The construction phase includes activities that are necessary to repair and replace the odor control system. The General Contractor will be responsible for all construction activities. The design engineer will be responsible for periodic oversight of the construction, which will be supplemented by in-house project management provided by LCA.

BIDDING SUMMARY

The project requires a General Construction (GC) Contract. The bid results are summarized below:

Bidder	Amount
Blooming Glen Contractors	\$427,430
Michael F. Ronca & Sons, Inc.	\$441,880

Although only two bids were received, several contractors attended the prebid meeting. Based upon the review of the bids, we recommend award of the General Construction contract to Blooming Glen Contractors, subject to the receipt of the necessary Performance Bonds, Insurance and other required documentation. Blooming Glen has performed numerous projects at the wastewater plant and are qualified to execute this project.

PROFESSIONAL SERVICES

D’Huy Engineers has been our design consultant on this project and will provide construction engineering and on-site inspection services for the construction phase of the odor control system repair and replacement. Their work will also include:

1. Schedule and chair a preconstruction meeting and monthly job conference meetings
2. Review shop drawings and respond to RFIs
3. Provide work review visits and assist with contract administration
4. Assess work for substantial completion and open items
5. Prepare punch list and related close-out documentation

PROJECT SCHEDULE

The specifications require the project to be complete by the end of April 2016.

FUTURE AUTHORIZATIONS

No future authorizations are anticipated for this project.

CAPITAL PROJECT AUTHORIZATION

PROJECT NO.:	AD-S-15-3	BUDGET FUND:	Allentown Div\Wastewater\Capital
PROJECT TITLE:	Kline's Island WWTP – Trickling Filter Odor Control System Repairs and Replacements - Construction Phase	PROJECT TYPE:	<input checked="" type="checkbox"/> Construction <input type="checkbox"/> Engineering Study <input type="checkbox"/> Equipment Purchase <input type="checkbox"/> Amendment No. 1
THIS AUTHORIZATION:	\$486,330		
TO DATE (W/ ABOVE)	\$511,630		

DESCRIPTION AND BENEFITS:

The projects consists of the repair and replacement of materials and equipment associated with the Trickling Filter Odor Control System at Kline's Island WWTP.

Authorization Status:

<i>Previous Authorizations</i>	
<i>Design Phase</i>	<i>\$25,300</i>

Requested This Authorization	
Construction Phase	
Staff	\$20,000
Construction Contractor	\$427,430
Engineering Consultant	\$18,900
Miscellaneous	10,000
Contingency	10,000
Total This Authorization	\$486,330

Future Authorizations	None Anticipated
Total Estimated Project	\$511,630

REVIEW AND APPROVALS:

Project Manager	Date	Chief Executive Officer	Date
Chief Capital Works Officer	Date	Chairman	Date



Lehigh County Authority

1053 Spruce Street * P.O. Box 3348 * Allentown, PA 18106-0348
(610)398-2503 * FAX (610)398-8413 * Email: service@lehighcountyauthority.org

**PROFESSIONAL SERVICES AUTHORIZATION
Amendment No. 1**

Professional: D'HUY ENGINEERING, INC.
One East Broad Street, Suite 310
Bethlehem, PA 18018

Date: November 23, 2015

Requested By: Phil DePoe

Approvals

Department Head: _____

Chief Executive

Officer: _____

Allentown Division – Kline’s Island WWTP: Trickling Filter Odor Control System Repairs and Replacements – Construction Phase

Previous Authorizations

Design Phase - Odor Control Tower Replacements/Repairs \$15,300

This Authorization – Construction Phase: **\$18,900**

D’Huy Engineering will conduct periodic inspection of the construction activities throughout the entire construction phase. Other consultant services will be provided and are listed below:

Professional Services
1. Facilitate pre-construction and monthly job status meetings
2. Review/approve contractor submittals and respond to RFI's
3. Provide periodic construction inspections throughout project
4. Prepare punch list and final payment certifications

(1) Reference Memo for additional information

Cost Estimate (not to exceed without further authorization): **\$34,200**

Time Table and Completion Deadline: The project is to be completed by the end of April 2016.

(For Authority Use Only)

Authorization Completion:

Approval: _____ **Actual Cost:** _____ **Date:** _____

MEMORANDUM

Date: November 23, 2015

To: Authority Board
From: Phil DePoe
Subject: Kline's Island WWTP – Main Pump House Locker Room Renovation –
Construction Phase

MOTIONS / APPROVALS REQUESTED

No.	Item	Amount
1	Capital Project Authorization – Construction Phase	\$277,500
2 ⁽¹⁾	Professional Services Authorization – D'Huy Engineering	\$19,600
3	General Contract Award – CMG of Easton, Inc.	\$217,900

(1) Included in the Capital Project Authorization.

PROJECT OVERVIEW

The project consists of the renovation of the Main Pump House Locker Room at the Kline's Island WWTP. Complete renovations include shower facilities, lockers, toilets, and sinks. The existing locker room has reached the end of its expected life and is in need of replacement.

FINANCIAL

This Project will be funded by the LCA Allentown Division.

PROJECT STATUS

The project was advertised for bid on October 23, 2015. A mandatory pre-bid meeting was held on October 29, 2015. Bids were received on November 10, 2015.

THIS APPROVAL – CONSTRUCTION PHASE

The construction phase includes activities that are necessary to renovate the existing locker rooms. The General Contractor will be responsible for all construction activities. The design engineer will be responsible for periodic oversight of the construction, which will be supplemented by in-house project management provided by LCA.

BIDDING SUMMARY

The project requires a General Construction (GC) Contract. The bid results are summarized below:

Bidder	Amount
CMG of Easton Inc.	\$217,900
Walter Brucker & Co. Inc.	\$235,200
Dolan Construction	\$252,426
Uhrig Construction	\$272,000
K.C. Mechanical Service, Inc.	\$277,000

Based upon the review of the bids, we recommend award of the General Construction contract to CMG of Easton Inc., subject to the receipt of the necessary Performance Bonds, Insurance and other required documentation.

PROFESSIONAL SERVICES

D'Huy Engineers has been our design consultant on this project and will provide construction engineering and on-site inspection services for the construction phase of the locker room renovations. Their work will also include:

1. Schedule and chair a preconstruction meeting and monthly job conference meetings
2. Review shop drawings and respond to RFIs
3. Provide work review visits and assist with contract administration
4. Assess work for substantial completion and open items
5. Prepare punch list and related close-out documentation

PROJECT SCHEDULE

The specifications require the project to be complete by the end of February 2016.

FUTURE AUTHORIZATIONS

No future authorizations are anticipated for this project.

CAPITAL PROJECT AUTHORIZATION

PROJECT NO.:	AD-S-15-5	BUDGET FUND:	Allentown Div\Wastewater\Capital
PROJECT TITLE:	Kline's Island WWTP – Main Pump House Locker Room Renovations – Construction Phase	PROJECT TYPE:	<input checked="" type="checkbox"/> Construction <input type="checkbox"/> Engineering Study <input type="checkbox"/> Equipment Purchase <input type="checkbox"/> Amendment No. 1
THIS AUTHORIZATION:	\$277,500		
TO DATE (W/ ABOVE)	\$294,000		

DESCRIPTION AND BENEFITS:

The project consists of the renovation of the Main Pump House Locker Rooms at the Kline's Island WWTP. Complete renovations include shower facilities, lockers, toilets, and sinks.

See attached Board Memo for further project details.

Authorization Status:

<i>Previous Authorizations</i>	
<i>Design Phase</i>	<i>\$16,500</i>

Requested This Authorization	
Construction Phase	
Staff	\$20,000
Construction Contractor	\$217,900
Engineering Consultant	\$19,600
Miscellaneous	10,000
Contingency	10,000
Total This Authorization	\$277,500

Future Authorizations	None Anticipated
Total Estimated Project	\$294,000

REVIEW AND APPROVALS:

Project Manager	Date	Chief Executive Officer	Date
Chief Capital Works Officer	Date	Chairman	Date



Lehigh County Authority

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(610)398-2503 * FAX (610)398-8413 * Email: service@lehighcountyauthority.org

**PROFESSIONAL SERVICES AUTHORIZATION
Amendment No. 1**

Professional: D'HUY ENGINEERING, INC.
One East Broad Street, Suite 310
Bethlehem, PA 18018

Date: November 23, 2015

Requested By: Phil DePoe

Approvals

Department Head: _____
Chief Executive Officer: _____

**Allentown Division – Kline’s Island WWTP: Main Pump House Locker Room Renovations –
Construction Phase**

Previous Authorizations
Design Phase

\$15,000

This Authorization – Construction Phase:

\$19,600

D’Huy Engineering will conduct periodic inspection of the construction activities throughout the entire construction phase. Other consultant services will be provided and are listed below:

Professional Services
1. Facilitate pre-construction and monthly job status meetings
2. Review/approve contractor submittals and respond to RFI's
3. Provide periodic construction inspections throughout project
4. Prepare punch list and final payment certifications

(1) Reference Memo for additional information

Cost Estimate (not to exceed without further authorization):

\$34,600

Time Table and Completion Deadline: All construction activities are to be completed by the end of February 2016.

(For Authority Use Only)

Authorization Completion:

Approval: _____ **Actual Cost:** _____ **Date:** _____

**PROFESSIONAL SERVICES AUTHORIZATION
INDEMNIFICATION
Allentown Division – Kline’s Island WWTP: Main Pump House Locker Room
Renovations
Construction Phase**

(To be signed by Professional and returned to the Authority)

I am or represent the Professional indicated above, and as such I am authorized to:

Accept the terms of the professional services authorization dated November 23, 2015 (attached) and

Name (signature):

Name (printed)

Title: _____