

Town of Alpine Engineer's Report to Town Council

Meeting Date: December 19, 2023
Submitted By: Kevin Meagher, Jorgensen Associates
Reviewed By: Vera Donovan, Jorgensen Associates
Prepared On: December 12, 2023

MASTER AGREEMENT BETWEEN TOWN OF ALPINE AND JORGENSEN

The Master Agreement was approved by the Town Council and was executed on February 21, 2023. All work completed below has been at the request of the Mayor or other staff members and is summarized below based on the tasks outlined in the Master Agreement. The Town's FY24 budget cycle began July 1, 2023. All budget numbers presented below are for FY24. Task Work Orders (TWOs) have been simplified for FY24 to reflect the corresponding payment fund (water, sewer, and general).

SUMMARY OF TASKS COMPLETED TO DATE

1 – Water Fund

1. AMI Radio Read Project – Jorgensen has completed the propagation study map to identify locations for communication tower(s) and has sent the map to the meter team to conduct propagation study. Jorgensen is working on identifying scopes of work for each meter modification/replacement. We will be taking a closer look at the commercial meter installations as they require a more specific scope.
2. Water Model and GIS – Jorgensen staff continues to digitize existing TOA water/sewer mapping. An online GIS portal has been developed to display water service locations and TOA assets. We are extracting inventory work from the GIS database to populate quantities for the AMI Project.
3. Development Reviews – Jorgensen assisted the Planning Department with engineering reviews for the Alpine Flats development, Hafeez Property, and Severson. The Dead Horse Meadows annexation petition cost estimates have been completed.
4. Jorgensen is compiling a database of existing mapping and as-built information to be able to sort through existing records more efficiently. This database will be made available to the Town for their own use once completed.



2 – Sewer Fund

1. Pre-Treatment Building Update
 - a. Building construction
 - i. Increased Ventilation Cost is still outstanding; contractor says he has the added cost, but he has not shared it.
 - ii. Metal Roof and Siding is 90% complete.
 - iii. Garage and Service doors are 95% complete.
 - iv. Concrete aprons and pads need to be poured.
 - v. The site needs to be cleaned up for winter.
 - vi. The generator was purchased directly by the Town, so a deductive change order was made to the contract: CO-2 credit of \$243,327.00.
 - vii. Lower Valley Energy is waiting for the transformer pad to be poured and the electrical disconnect to be set so they can provide power.
 - viii. Owner's Representative suggested Pay Application-2 was sent to the contractor as a reference in the amount of \$165,778.74.
 - b. Cambrian Innovation Equipment & Design Update
 - i. The Membrane container was delivered November 17, 2023.
 - ii. Electrical equipment drawings are being created now.
 - iii. Process piping bid documents were 25 business days late, and Cambrian incurred a \$12,500 late fee. Jorgensen is currently working on prequalification bid applications from piping contractors.
2. Melvin Sludge: JVA Consulting Engineers are going to provide a proposal for High Strength Waste and foaming parameters that are verifiable for a fee structure. Once High Strength and Foaming events are clarified, we can work on the industrial user discharge permit.
3. WWTP DEQ Permit Renewal: DEQ permit renewal has been completed and we are waiting on DEQ for comments or renewal.
4. Sewer Utility Financial Plan: Raftelis provided Jorgensen with a sewer financial plan scope of work proposal to be used for Will-Serve Letters, Financial, and Public Works maintenance planning. Raftelis Scope of Work proposal (\$28,515.00) is attached.
5. Snake River Junction Lift Station Generator: Drawings have been sent to CoVelo, and Jorgensen has been answering questions as needed. CoVelo is proceeding to bid on the backup generator system.



3 – General Fund

Jorgensen has responded to emails and calls from town staff and has held internal meetings to coordinate the ongoing and new projects for the town. Additionally, Jorgensen attends Town Council meetings when requested and provides this monthly engineer’s report.

Land Development Regulation codes have been reviewed and sections were drafted to be reviewed by the Town Council and Legal. These sections are meant to improve and tighten the Town’s protocols within the LDRs. A checklist of items that need to be addressed was also prepared. Both items will be discussed with the Town in a meeting on December 14, 2023.

BUDGET

The total budget for all TWOs approved for FY24 is \$408,020 to be billed on a **time-and-expense basis**. The numbers presented below are costs associated with work performed by Jorgensen and our subconsultants through November 30, 2023.

Task Name	Proposed Budget	Spent Budget	Remaining / Unspent Budget	% Remaining Budget
1 – Water Fund	\$146,370	\$47,318	\$99,052	68%
2 – Sewer Fund	\$188,950	\$147,691	\$41,259	22%
3 – General Fund	\$72,700	\$35,767	\$36,933	51%
TOTAL	\$408,020	\$230,776	\$177,264	43%