



# *Engineer's Report*

## *Alpine Town Council*

**MEETING DATE:** NOVEMBER 21, 2023  
**TO:** TOWN COUNCIL  
**SUBMITTED BY:** DOMINIQUE BROUGH, PG – JORGENSEN ASSOCIATES  
**REVIEWED BY:** VERA DONOVAN – JORGENSEN ASSOCIATES  
**SUBJECT:** MONTHLY ENGINEER'S REPORT FOR OCTOBER 2023  
**PREPARED ON:** NOVEMBER 15, 2023

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### MASTER AGREEMENT BETWEEN TOWN OF ALPINE AND JORGENSEN

#### Summary

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.
2. Water Model and GIS – Jorgensen staff has digitized existing TOA water/sewer mapping. An online GIS portal has been developed to display water service locations and TOA assets.
3. Maintenance Plan – Jorgensen has been assisting the Town with the Snake River Junction backup generator by providing surveying and topographic mapping. Musgrove Engineering has provided design and construction documents for this effort.
4. Development Reviews – Jorgensen assisted the Planning Department with engineering reviews for the Alpine Flats development, Hafeez Property, and is currently working on review of the Severson re-plat and Dead Horse Meadows annexation petition.

### 2 – Sewer Fund

1. Pre-Treatment Building Update:
  - a. Building construction:
    - i. Increased Ventilation Cost is still outstanding, contractor says it's almost ready.
    - ii. Upsized electrical capacity Cost is still outstanding.
    - iii. Metal roof is on with access-hatch, less one last piece of roofing and some flashings on roof hatch.
    - iv. Two of the three garage doors are on-site, third is waiting to be delivered.
    - v. Metal siding is almost complete.
    - vi. Concrete aprons and pads need to be poured.
    - vii. The site needs to be cleaned up for winter.
    - viii. The generator was purchased directly by the Town, so a deductive change order was made to the contract.
    - ix. Lower Valley Energy has installed new wire and j-box for the new transformer.
  - b. Cambrian Innovation Equipment & Design Update:
    - i. The Membrane container is re-re-scheduled to be delivered November 17, 2023
    - ii. Electrical equipment drawings are being created now.
    - iii. Process piping bid documents are past due from Oct. 13, 2023
2. Melvin sludge – Jorgensen and JVA are working with the Town to develop an industrial user discharge permit.
3. WWTP DEQ permit renewal – DEQ permit renewal has been submitted.
4. Sewer Model – Raftelis provided Jorgensen with a sewer model scope of work proposal to be used for Will-Serve Letters, Financial and Public Works planning. Jorgensen is currently reviewing this proposal and will share it with the Council at the December meeting.

### 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 as well as a meeting with Town Staff to discuss project priorities. Additionally, Jorgensen attends Town Council meetings and provides this monthly engineer’s report.

#### Budget

The total budget for all TOWs 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 October 31, 2023.

Task Name	Proposed Budget	Spent Budget	Remaining / Unspent Budget	% Remaining Budget
1 – Water Fund	\$146,370	\$41,803	\$104,567	71%
2 – Sewer Fund	\$188,950	\$142,832	\$46,118	24%
3 – General Fund	\$72,700	\$17,408	\$55,292	76%
<b>TOTAL</b>	<b>\$408,040</b>	<b>\$202,044</b>	<b>\$205,996</b>	<b>50%</b>