

# ALBEMARLE COUNTY SERVICE AUTHORITY

## AGENDA ITEM EXECUTIVE SUMMARY

<b>AGENDA TITLE:</b> FY 2012 Capital Improvement Program (CIP)	<b>AGENDA DATE:</b> January 19, 2012
<b>STAFF CONTACT(S)/PREPARER:</b> Peter C. Gorham, P.E., Director of Engineering	<b>CONSENT AGENDA:</b>
	<b>ACTION:</b> ■ <b>INFORMATION:</b> ■
	<b>ATTACHMENTS:</b> YES

**BACKGROUND:** Monthly CIP Memo summarizing changes to the CIP Schedule, status report on active CIP Projects, list of Active Private Development Projects and revised CIP Schedule.

**DISCUSSION:**

- Schedule changes for five CIP Projects
- Questions about current status of active CIP Projects

**BUDGET IMPACT:** None.

**RECOMMENDATIONS:** None.

**BOARD ACTION REQUESTED:** Approval of the Consent Agenda.

**ATTACHMENTS:**

- List of CIP schedule changes
- Monthly CIP Report
- List of Active Private Development Projects
- Revised CIP Schedule

Albemarle County Service Authority (ACSA)

CIP Schedule Revisions

January 2012

1. The study phase of the Biscuit Run Drainage Basin SSES Project has been extended to March 2012.
2. The design phase of the PVCC Sewer Relocation Project has been extended to January 2012.
3. A design phase that encompasses January and February 2012 has been added to the Automatic Flushing Assemblies Project.
4. The study phase of the Water Tank Inspections Project has been extended to February 2012.
5. The design phase of the SCADA System Project has been extended to February 2012.

**Albemarle County Service Authority (ACSA)**  
**Capital Improvement Project Report**  
**January 2012**

- a) **Facility Improvements-Maintenance Shop/Main Office (Account Code 302-000):** The contractor has begun work at the Maintenance Building. The ACSA is obtaining quotes for the locksmith work.

The Contractor is finishing up work on the fire alarm pull stations. The locksmith has completed the hardware changes to the doors.

The work on the fire alarm pull-stations has been completed. The conduit across the parking lot has been completed for the fire alarm system.

The contractor is running wire between the Main Office and the Maintenance Shop. ACSA personnel are extending electrical power to the doors with card readers. The anticipated completion date for the fire and security system upgrades is September 30, 2010. Cost estimates for remaining work in the CIP project have been prepared. A Board authorization is proposed for this project.

Power feeds have been extended to all doors with card readers. The power connection has been completed between the Maintenance Shop and the Main Office. The contractor is scheduling the final connection of power to the warning panels and card readers. A Board authorization was dropped from last month's Consent Agenda. Cost estimates for the remaining work of this project are still being prepared.

The fire alarm system has been placed in service. Access cards are currently being programmed into the security software. Once the cards have been programmed, they will be distributed and the security system will be placed online. Cost estimates have been developed for the remaining work under this project. A Board authorization is proposed for this project.

We have opted to use the security access cards as identification cards. The cards that will accept the ID imprint have been ordered and will be programmed when they are received. The card printer used to imprint the ID information on the cards has been ordered and is expected to be delivered within a couple of weeks.

The security cards have been received and will be programmed to operate the secure doors. Delivery of the card printer has been delayed, due to an error of the supplier.

We have received the card printer and all photos have been taken for the ID/security cards. The IT Department is proceeding with programming the secure access cards and we anticipate distribution of the cards the week of February 14, 2011.

The security and fire alarm system are operational and all personnel access ID cards have been distributed. Water conserving fixtures have been installed in all the bathrooms. Only the waterless urinals remain to be installed.

ACSA staff is waiting on the close-out documents for the fire/security system contract.

We have received the closeout documents for the fire/security system contract and they are under review. All water saving plumbing fixtures have been installed in the restrooms. Maintenance is preparing a bid document for the automatic pump fuel measurement system.

ACSA staff has received quotes from the fire/security system contractor for different options to add an external strobe light. This will assist police responders in identifying the location of a security breach when they arrive onsite.

Materials have been ordered for additional work on the security system. An external visual strobe light will be placed on the Maintenance Building and a visual warning light will be installed next to the keypad in the Maintenance Building.

The additional work on the security system has been completed. Requests for Quotes (RFQ's) have been developed to send out for prices on painting, fueling station improvements and the electronic gate. ACSA staff is also exploring the installation of an oil/water separator to protect storm water runoff from the fuel station area.

10/12/11: We received two responses on the RFQ for painting and one response on the RFQ for the electronic gate. These are under review by the Finance Department. An RFQ for the refueling station improvements is on hold pending a determination of the design needs for compliance with our EMS Program. We anticipate using one of our term contract consultants for the design of the fueling station improvements, depending upon environmental requirements.

11/9/11: The winning quote for repainting our buildings was awarded the contract and the work is approximately 90% complete. Maintenance staff is meeting with the sole responder on the electronic gate RFQ to review all the requirements for completing the work.

12/7/11: The painting work has been completed. A contract for the installation of the electronic gate has been signed and work should begin soon. ACSA staff prepared a rough scope for the fueling station improvements and the development of a vehicle washing area to fulfill some of the significant aspects of our EMS Program. The scope was distributed to our term contract consultants asking them to provide examples of similar projects they've designed.

**1/11/12: A contract was signed with Foothill Fencing and work has begun on the electronic gate to the Shop area. ACSA staff has selected one of our term contract consultants to provide the design for the fueling station improvements and vehicle washing area. A meeting has been scheduled for January 24, 2012 with the consultant to develop a detailed scope for the design so they can prepare a proposal for our review.**

- b) ACSA Facility Improvements – Building Renovations (Account Code 304-000): 1/11/12: A contract was signed with Heyward Boyd Architects, PC (Heyward) and the design is underway. We have received and reviewed the initial design. Comments from ACSA staff have been given to Heyward to make revisions. ACSA staff and Heyward met with the County Building Official to determine what code issues may need to be addressed in the design.**
- c) Key West Water Main Replacement (Account Code 309-000): The parts have been obtained for inserting the valves. Test holes are scheduled to begin the week of October 11, 2010. Once test holes are completed, notification of work letters will be delivered to our customers.**

Four new valves have been installed in the Key West Subdivision that will aid in isolating smaller areas of the neighborhood in the event of a main break. This completes the work scheduled for this fiscal year.

A Scope of Services for the design of the replacement water system has been provided to our term contract consultant to prepare a proposal for consideration.

Our term contract consultant has provided us with a design proposal for this project. A Board authorization is proposed for this project.

A kick-off meeting was held with our consultant on July 27, 2011 to discuss various aspects of the water main design. Letters have been sent to our customers to inform them that surveying crews will be in the area beginning the week of August 22, 2011. The ACSA Maintenance Department is verifying the condition of some existing water service

laterals that have no record of being upgraded during the previous CIP project.

Surveying is underway in the subdivision. ACSA staff performed a fire flow test in the subdivision to provide our consultant with data to aid in the design of the replacement water mains.

10/12/11: ACSA staff attended the Key West Annual Meeting on October 9, 2011 to give the residents of the subdivision an overview of the upcoming water main replacement project and answer any questions. We anticipate the initial surveying work will be complete by the end of October.

11/9/11: The initial surveying in the neighborhood has been completed and the data is under review by our consultant. A tentative route is being selected for the interconnection with Dunlora so that the surveying can begin on that portion of the design project. Additional fire flow tests have been conducted to help analyze the fire flow available to insure that fire protection requirements are met within the design of the water main replacement.

12/7/11: The preliminary design of the neighborhood water main replacement is underway. Options will be explored to create a bi-directional feed through Key West so that the redundant water supply could benefit the Pantops Area in addition to the Key West Subdivision. A route has been selected for the interconnection with Dunlora to create a redundant feed to this current dead end in our system and surveying of this route has begun.

**d) Shoppers World Water Main Relocation (Account Code 310-000):** A kick-off meeting was held on February 22, 2011. ACSA's Maintenance Department has completed a test dig of the existing water main behind the shopping center. The field survey is scheduled for the week of March 14, 2011.

The field surveying has been completed. The consultant is working on the 50% design documents.

Comments on the 50% design documents have been returned to the consultant. A conference call was conducted with Federal Realty (shopping center property owner) and ACSA. There are plans for the Whole Foods Store to be vacant from July 1<sup>st</sup> through November 15<sup>th</sup> this year, allowing space for construction to proceed during business hours. A Board authorization is proposed for this project.

Comments on the 90% design documents have been returned to the consultant. Our consultant has prepared a proposal for Bid and Construction Phase Services. A Board authorization is proposed for this project.

The 100% design documents have been approved and the project is ready to bid. The initial proposed bid date has been pushed back, pending receipt of the executed easement from the property owner.

We have obtained the easement from the owner of the shopping center and the project was advertised for bids on August 7, 2011. Bids will be opened at 2:00 pm on August 26, 2011. This project will be discussed as an Agenda item.

A total of eight bids were received on August 26, 2011 and Commonwealth Excavating, Inc. (CEI) was the apparent low bidder. Our consultant recommended award of the contract to CEI and a Notice of Award along with the Standard Form of Agreement have been sent to CEI for execution. They are in the process of preparing the bonds and certificate of insurance for our review. A Board authorization is proposed for this project.

10/12/11: The new water main has been installed, tested and placed in service. The water main under the building was abandoned on October 12, 2011 and filled with flowable grout. Minor work remains to be completed to improve an existing hydrant and finish punch list items.

11/9/11: All minor work and punch list items have been completed and ACSA staff is awaiting project close-out documents. A revised plat has been provided to our attorney to prepare a revised deed of easement for the relocation of a meter upgrade to the former Whole Foods space.

12/7/11: All work has been completed and the final payment to the Contractor has been processed. The revised deed of easement has been delivered to the owner of the shopping center and we are awaiting execution of the document. The as-built plan is currently under review.

**1/11/12: The as-built plan has been approved. Only the revised deed of easement remains to be executed. This project is essentially complete.**

**e) St. George Avenue/Buck Road Water Main Replacement (Account Code 311-000):** A kick-off meeting is scheduled for February 11, 2010.

The kick-off meeting was held and ACSA staff increased the scope of the design to eliminate additional transite water mains and complete the loop

of new 8-inch diameter water mains between Crozet Avenue and Buck Road. We also eliminated a 2-inch diameter main on St. George Road. A Board authorization is proposed for this project.

A letter of agreement for the additional scope of design work was sent to the consultant. Field surveying is underway.

A pre-alignment meeting was held with our consultant to review the completed surveying and street layout on June 4, 2010.

An alignment meeting was held with our consultant on June 30, 2010 to discuss design issues.

The 50% design documents have been received and they are under review.

Comments on the 50% design documents have been returned to the consultant. A public meeting is scheduled for September 30, 2010 at 7:00 p.m. in the Crozet Elementary School cafeteria.

A public meeting was held on September 30, 2010 and one member of the public attended. We anticipate receipt of the 90% design documents by October 15, 2010.

The 90% design documents have been received and are currently under review. The consultant is identifying the number of plats required, due to the mix of different rights-of-way along the road. When the number of plats has been verified, we will ask for Board authorization to appropriate the funds for the additional design work of preparing the easement plats.

Geotechnical investigations are being conducted along the route of the proposed water main. We anticipate receiving the geotechnical report around mid-January 2011.

Comments on the 90% design documents have been returned to the consultant.

Comments on the 100% design documents have been returned to the consultant. The consultant is working on a final count for the number of easements required. We anticipate bringing an authorization for easement plat preparation to the Board at the March meeting.

A Scope of Services has been prepared and sent to our consultant for easement acquisition services. The consultant is exploring ways to combine easements to reduce the number of plats to be prepared.

The consultant has consolidated the required 73 easements to be shown on 20 easement plat sheets to reduce the cost of plat preparation. We have received the 100% design documents and they are under review.

The surveyor has begun preparing easement plats. We anticipate bringing an authorization for easement preparation and easement acquisition services to the Board at the June meeting.

Our consultant has submitted a proposal for easement acquisition services for this project and provided us with the number of easements to be prepared. A Board authorization is proposed for this project.

Twelve plats have been created and revised, two of which have been forwarded to Mr. Jim Bowling's office for deed preparation. These first two plats represent nine deeds of easement.

All plats have been completed and have been forwarded to Mr. Jim Bowling's office for deed preparation. Seventy-one deeds will be required for this project. As deeds are prepared they will be forwarded to the consultant for easement acquisition.

Eight completed deeds of easement have been forwarded to our consultant for easement acquisition.

10/12/11: All deeds have been drafted and some are under review before being forwarded to our consultant for easement acquisition. Letters of compensation for easements will be sent to all property owners simultaneously when all deeds have been approved.

11/9/11: All deeds have been provided to the consultant to begin the easement acquisition work.

12/7/11: Our consultant has begun the process of easement acquisition and we have obtained one easement to date.

**1/11/12: Easement acquisition continues and we have obtained 27 of 71 easements, or approximately 38%.**

- f) **Ashcroft Water Improvements (Account Code 312-000):** The kick-off meeting will be held on January 13, 2010. The consultant has made arrangements for a temporary water tank to allow the draining of the upper Ashcroft Storage Tank for inspection. The repair of the damaged tank panel will be coordinated with the draining of the tank for inspection. The tentative schedule for the tank inspection and the repair of the damaged tank panel has been set for the week of April 5, 2010.

In coordination with the tank inspection and repair of the damaged tank panel, a physical mixing system will also be installed in the tank. The design criteria for the mixing system is currently being developed. The schedule for draining the tank has been pushed back to allow time for the design and manufacture of the mixing system. A pre-application meeting was held with the County to determine site plan requirements for the new 10,000 gallon replacement tank.

We anticipate receipt of the 50% design documents the week of May 10, 2010. Our consultant is studying the necessary upgrades to the Ashcroft Pump Station #1 to incorporate this design into the project.

The 50% design documents were received and reviewed. Comments were returned to the consultant. A proposal is being developed by the consultant to address the additional design scope warranted by the severe termite damage to the Ashcroft Pump Station #1.

Test digs were completed in the vicinity of the existing Ashcroft Pump Station #1 to locate the inlet and discharge mains. Due to severe termite damage at Ashcroft Pump Station #1, the consultant has been directed to design a replacement pump station. A meeting with RWSA personnel is being scheduled to review the location of the new pump station on the Pantops Tank site.

RWSA staff has agreed to allow ACSA to construct a new Ashcroft Pump Station #1 adjacent to the existing station (to be demolished) on their Pantops Tank site. Survey letters have been sent to customers to begin verifying which homes have pressure reducing valves (PRVs) to ensure homes in the areas where pressure will increase are protected.

The tank mixing system design is complete. Approximately 50% of the property owners responded to our survey concerning PRV's on their private water service lines. Field work will be conducted to verify the existence of PRV's in the targeted area.

Shop drawings for the mixing system are being finalized for submission and approval. Field survey of individual properties has begun to establish existence of household PRV's.

Shop drawings for the tank mixing system have been received, reviewed and comments returned to the consultant for revision. We anticipate bringing a proposal for the additional design work required for the replacement of Ashcroft Pump Station #1 to the Board at their December meeting.

The manufacturer of the tank mixing system is working on finalizing the shop drawing. ACSA staff will meet with our consultant to discuss the scope and additional design proposal cost for the new Ashcroft Pump Station #1.

The shop drawings for the mixing system have been completed and approved. ACSA staff is working with our consultant to set a production schedule and delivery date for the mixing system to coincide with the tank inspection in early spring. The consultant is preparing a revised design proposal for the new Ashcroft Pump Station for the February Board meeting.

Due to the need to completely replace the Ashcroft Pump Station #1, it will again be established as a separate project from the Ashcroft Water Improvements. A meeting has been scheduled with our consultant for February 11, 2011 to discuss finalizing the design documents and move the Ashcroft Water Improvements Project to the bidding phase. The tank mixing system has begun production with a tentative delivery date during the week of April 11, 2011.

The components of the tank mixing system have been received. Our consultant is working to finalize the plans for replacement of the horizontal storage tank and upgrades to the PRV assemblies.

The Ashcroft Upper Tank is currently off-line and has been inspected by our consultant. Mid-Atlantic Construction will be replacing the damaged tank panel and making any needed spot repairs the week of April 11, 2011. They will also be installing the tank mixing system during this time period. ACSA staff anticipates putting the tank back in service on April 22, 2011, after disinfection and bacteriological testing is completed.

We have received the draft report of the Ashcroft Upper Tank inspection and it is under review. Mid-Atlantic has replaced the damaged tank panel and made spot repairs throughout the inside of the tank. A mixing system was installed in the tank while it was out of service.

A public meeting will be scheduled near the end of July 2011. We anticipate receiving the 90% design documents in early to mid-August.

The 90% design documents have been received from our consultant and are currently under review. A public meeting with the neighborhood has been scheduled for July 27, 2011 at 7:00 p.m. in the subdivision's clubhouse.

A public meeting was held with members of the neighborhood on July 27, 2011, which was well attended and well received. A Fact Sheet is being

prepared for mailing to the whole subdivision to provide information about the project for those customers who were unable to attend the meeting.

A Fact Sheet describing the project, including a list of answers provided to questions at the public meeting were mailed to all our customers in Ashcroft. Graphic displays handed out at the public meeting have been posted on the ACSA website. ACSA review of the 90% design documents is nearly complete.

10/12/11: Comments on the 90% design documents have been returned to the consultant and they are currently working on the revisions.

12/7/11: The 90% design documents were submitted to the Virginia Department of Health (VDH) Office of Drinking Water, and the consultant has received their comments to incorporate into the final design documents.

**1/11/12: We anticipate receiving the 100% design documents during the week of January 16, 2012. ACSA staff is investigating the most cost effective way to include the replacement of approximately 1400 feet of existing 6-inch diameter PVC water main as part of this project. This would eliminate a section of plastic water main that was installed in the same trench as a primary electric cable and which could experience pressures during a fire event that may exceed its rated pressure capacity.**

**g) Ashcroft Pump Station #1 (Account Code 312-000):** The 50% design documents have been received from our consultant and are under review.

A standby generator has been added to the scope of the design for the replacement pump station. ACSA review of the 50% design documents is nearly complete.

11/9/11: Comments on the 50% design documents have been returned to the consultant.

12/7/11: Our consultant is working on completing the 90% design documents.

**1/11/12: The consultant is finalizing the specifications for providing package pump station equipment to allow for maximum participation of manufacturers of such equipment. Our consultant will be providing a revised schedule for completion of the pump station design.**

**h) West Leigh Water Replacement Phase 2 (Williston & Emerson Drives)**  
**(Account Code 315-000):** The mussel survey report has been received and no Spiny Mussels were found below the dam. The design will proceed with a stream crossing below the dam.

Comments on the 50% design documents have been returned to the consultant. We anticipate delivery of the 90% design documents in April.

The 90% design documents are expected to be submitted by April 24, 2009.

The 90% design documents have been received and are under review.

Comments on the 90% design documents have been returned to the consultant.

ACSA staff met with the property owner below the dam to review the alignment of the water main across his property. The proposed alignment will be staked out for him. The consultant is working on the 100% design documents.

The property owner below the dam is reviewing the revised alignment through his property. The consultant will provide us with the number of plats required for this project.

Additional topographic survey is required to accommodate the requested alignment change by the property owner below the dam.

Comments have been returned to the consultant on the 100% design documents. Two easement plats will be required for this project. A Board authorization is proposed for this project.

Our consultant is working on completing the design revisions below the dam.

The draft easement plats have been received and are under review. ACSA staff will meet with the two property owners below the dam to show them the final alignment.

Our consultant is working on final revisions to the plats and water main design below the dam. The joint permit has been sent to VMRC and they have relayed it to the U.S. Army Corps of Engineers (USACE).

We were unable to relocate the stream, and after conferring with the property owners below the dam it was decided additional fortification of the stream bank to combat erosion was necessary. Our consultant is

working on the final design below the dam and revising the easement plats.

We anticipate receiving the 100% design documents by the end of December 2010.

Delivery of the 100% design documents is anticipated before the end of January. The VMRC has issued the joint permit for the work below the dam. It will have to be modified to account for additional design of stream bank protection. The consultant is preparing a proposal for the additional design work and permit modification.

The consultant has submitted a proposal for the additional design work below the dam and the modification of the VMRC permit. A Board authorization is proposed for this project.

The modified Nationwide Permit has been submitted to the VMRC. The deeds of easement for the two properties, requiring easements, have been received and ACSA will be making offers to the property owners soon. A Board authorization is proposed for this project.

ACSA staff is in the process of acquiring the necessary easements for constructing the project. The E&S Control Plan is currently under review by the County. The modification of the Nationwide Permit has been approved.

The revised E&S Control Plan has been submitted to the County. Negotiations for obtaining the two easements necessary for the work are on-going.

The E&S Control Plan has been approved by the County. A final offer has been made for one of the two easements needed for construction. A final offer for the second easement will be made soon. This project will be discussed as an Agenda item.

ACSA staff has made final offers to the two property owners where easements are required and one of the easements has been obtained.

All easements have been acquired. A bid schedule will be developed in the future in coordination with the other CIP projects proposed for FY 2012.

10/12/11: The project will be advertised for bids on October 23, 2011 with a pre-bid meeting scheduled for November 2, 2011. Bids will be opened on November 16, 2011. A scope was provided to our consultant for Bid

and Construction Phase Services and we have received their proposal for these services. A Board authorization is proposed for this project.

11/9/11: The bid opening date has been shifted to November 17, 2011 to avoid a conflict with two bid openings being held by VDOT and to allow our consultant time to complete all addenda to the Contract Documents.

12/7/11: A total of 9 bids were received on November 17, 2011 and Commonwealth Excavating, Inc. (CEI) was the apparent low bidder. A Board authorization is proposed for this project.

**1/11/12: The bonds and certificate of insurance have been reviewed and approved. The executed Standard Form of Agreement has been received from the Contractor and is ready to be signed by the Chairman of the Board of Directors. ACSA staff will prepare an informational newsletter for all the residents of the West Leigh Subdivision prior to the start of construction.**

- i) **Berwick Road Water Main Replacement (Account Code 320-000)**: A proposal for the design has been received from our consultant and reviewed. A Board authorization request is proposed for this project.

The design kick-off meeting was held with our consultant on July 22, 2009. Field surveying is currently underway.

ACSA staff and our consultant met with the U.Va. Foundation and Boar's Head Inn personnel on September 8, 2009 to discuss the water main alignment and potential construction schedule.

ACSA Maintenance is working on test pits to determine location, size and material of existing mains at the connection point. Comments on the 50% design documents have been returned to our consultant. The UVA Foundation was given a complimentary copy of the 50% design plan for their review and comment.

Test pits have been completed and the information has been provided to our consultant. The 50% design plan was reviewed in person with the UVA Foundation personnel. The consultant is working on the 90% design documents.

ACSA is soliciting prices for hand auguring to complete geotechnical investigations with quotes due on December 15, 2009. The 90% design documents have been received and are under review.

Gooch Engineering will complete the geotechnical investigations as soon as U.Va. Foundation grants their consent. Comments on the 90% design documents have been returned to the consultant.

The geotechnical investigation has been completed. An alignment shift was made at the request of the U.Va. Foundation (UVAF) and we are awaiting confirmation of the design change, prior to preparing the plat. The consultant is working on the 100% design documents.

The geotechnical report was received from Gooch Engineering and it has been forwarded to our consultant.

ACSA staff is working with the UVAF and Boar's Head Inn to finalize the design for work around the entrance to the Inn.

The alignment in the vicinity of the Boar's Head Inn has been approved by UVAF and Boar's Head Inn management. The consultant is working on the plat and will complete the 100% design documents.

The 100% design documents have been received and reviewed. Comments have been returned to the consultant. A Board authorization request is proposed for this project.

The consultant is working on the 100% design document revisions and the final plat revisions.

The 100% design documents along with deeds of easement have been delivered to the UVAF for final approval.

ACSA staff has sent a follow-up letter to the UVAF requesting a response to our request for easements with a deadline of January 28, 2011.

We have acquired the necessary easements for construction of the project. This project will be constructed in FY 2012.

A scope was provided to our consultant for Bid and Construction Phase Services and we have received their proposal for these services. A Board authorization is proposed for this project.

The project was advertised for bids on August 28, 2011. A pre-bid meeting is scheduled for September 14, 2011 and bids will be opened on October 6, 2011.

10/12/11: A total of nine bids were received on October 6, 2011 and Linco, Inc. was the apparent low bidder. A Board authorization is proposed for this project.

11/9/11: A preconstruction conference is scheduled with the Contractor, the UVA Foundation and Boar's Head Inn for November 17, 2011. Construction is scheduled to begin on January 3, 2012.

12/7/11: A preconstruction conference was held on November 17, 2011 to discuss the details of the upcoming construction. ACSA staff has completed the review of the submittals from the Contractor.

**1/11/12: Work has begun on the project with the construction stake-out completed on Ednam Drive and Boars Head Place. The Contractor will initially use two crews, one beginning on the southern side of the dam and the other at Boars Head Place.**

- j) **Glenmore Tank Study (Account Code 324-000)**: The kick-off meeting was held on October 28, 2009. ACSA provided GIS information to the consultant and identified their points of contact with Albemarle County and RWSA.

The consultant is setting up the hydraulic model and the ACSA has provided fire flow test data. The design criteria for the tank siting evaluation have been reviewed by staff and comments have been returned to the consultant.

The consultant has identified some preliminary sites for the water storage tank.

We anticipate receiving the draft tank study the week of February 15, 2010.

The draft study has been received and reviewed. Comments on the draft study have been returned to our consultant.

The final draft report has been received and is currently under review.

Comments have been returned to the consultant on the final report so that it can be completed.

The final tank report is complete. This project will be discussed as an Agenda item.

The questions about funding of the tank through either previous or existing proffers, and/or a special rate district are being investigated.

The ACSA staff has developed a recommendation concerning the cost of designing and constructing the new tank. This project will be discussed as an Agenda item.

ACSA staff will be meeting during the week of December 13, 2010 to discuss the next steps for land acquisition and public outreach.

ACSA staff will be meeting with the East Rivanna Volunteer Fire Company Board in the near future to discuss purchasing a portion of their parcel to use as a tank site. ACSA staff has had preliminary discussions with County staff to determine their requirements for the project. Our consultant has been given a scope of services covering activities related to public outreach in order to prepare an estimate.

A meeting was held on January 18, 2011 with the East Rivanna Volunteer Fire Company (ERVFC) Board to discuss the project. The Board members seemed very receptive to the proposal, but several members seemed hesitant to sell any land. Our attorney has reviewed the deed for the property and confirmed the County of Albemarle would need to execute any land transaction in addition to the ERVFC. The proposal for public outreach services has been received from our consultant and it is currently under review.

A pre-application meeting is being scheduled with County staff to review the requirements for the proposed tank design. Mr. O'Connell met with members of the Village of Rivanna Advisory Council on April 11, 2011 to discuss the proposed tank project in general. ACSA staff is reviewing the takeaways from that meeting in planning the future public meeting approach.

A pre-application meeting was held on May 9, 2011 with County staff to identify the issues related to using the ERVFC site and the steps required to initiate the site development process.

The tank project will require a site plan amendment and the County must complete a review of the proposed project to determine if it is in compliance with the Comprehensive Plan. The Glenmore Tank Siting Study Final Report will need to be amended, due to an increase in the number of lots in the development area. Another meeting is being scheduled with the ERVFC to try and reach an agreement on purchasing property or obtaining an easement for the proposed tank.

The amendment of the Glenmore Tank Siting Study Final Report has been completed. The volume of the proposed tank was increased slightly. Another meeting has been scheduled with the ERVFC on August 9, 2011

at 7:30 p.m. to try and reach an agreement on purchasing property or a permanent easement for the proposed tank.

ACSA staff met with the ERVFC Board to discuss constructing a tank in the eastern corner of their property. Their Board was provided with a conceptual layout for a ground storage tank with a pump station showing the amount of land required, either for purchase of a portion of their lot or obtaining a permanent easement. Estimates were provided for both means of land acquisition, including the easements required for the water mains. The ERVFC Board stated a willingness to move forward for the benefit to the community and will begin talking to the County to bring them into the process. ACSA staff will obtain an appraisal of both land acquisition options to provide a framework for further negotiation.

A full title report has been completed on the ERVFC property. Existing easements associated with the property were identified in the title report and ACSA staff is evaluating what impact, if any, they could have on using the property for a tank. ACSA staff has obtained prices for two appraisal options of the property. A meeting has been scheduled with a representative of Glenmore Associates on September 8, 2011 to discuss access and water easements to reach the property.

10/12/11: The appraisal of the ERVFC property is currently underway and we anticipate it will be completed at the end of October. The consultant is working to have photos and renderings created of the proposed tank once the leaves have fallen. We anticipate public meetings will be held after the first of the year.

11/9/11: Copies of the appraisal report have been provided to the County and the ERVFC for their review. Letters have been sent to specific property owners asking permission to enter their property in order to photograph the tank site from different perspectives to create a digital photo rendering of the proposed tank. The photos are tentatively scheduled for early December.

12/7/11: A visit to the proposed tank site was conducted with Digital Design and Imaging Service (DDIS) and it was decided that a balloon would be the most appropriate way to create a digital rendering of the future tank instead of a mast. This eliminates the need for any clearing on the site to install a mast. We have received permission from 4 of 6 property owners to enter their property to take the necessary photos for the digital rendering. The County of Albemarle Board of Supervisors will be discussing our request for permission to access their property at their meeting on December 7, 2011.

**1/11/12: The balloon test was conducted on December 20, 2011 and photographs were taken of the proposed tank site. DDIS has begun work on the digital renderings of the tank and we expect to see draft versions by the end of January.**

- k) Hardware Street Water Extension and Scottsville Phase 2 Sewer (Account Code 326-000):** A kick-off meeting is scheduled at the site for September 14, 2009. The ACSA will discuss the addition of the Scottsville Phase 2 Sewer Project to the design scope.

The field surveying is nearing completion. We anticipate receiving the 50% design documents the week of October 12, 2009. We have received a design proposal cost estimate for the inclusion of Scottsville Phase 2 Sewer Project in this project. A Board authorization is proposed for this project.

The surveying for the sewer portion of the project has been completed. We anticipate receiving the 50% design documents by the end of November 2009.

The consultant has submitted a revised schedule based upon the addition of the Scottsville Sewer Phase 2 design and it is under review.

We anticipate receiving the 50% design documents the week of February 1, 2010.

Notices about the increase in connection fees were sent to potential water customers along Hardware Street with commitment letters included. The 50% design documents have been received and are under review. Comments on the 50% design documents have been returned to the consultant.

A public meeting has been scheduled for May 27, 2010 at 7:00 p.m. at the Victory Hall in Scottsville to present the project to the affected property owners. The consultant is working on the 90% design documents.

A public meeting was held on May 27, 2010 and one member of the public attended. The 90% design documents have been received and are under review. The consultant has determined the number of easement plats required. A Board authorization is proposed for this project.

Comments on the 90% design documents have been returned to the consultant. The consultant is working on the easement plats.

ACSA staff and the consultant met with VDOT on site to finalize the alignment relative to the roadside ditch. A better location for the pressure reducing vault has been identified.

Geotechnical investigations are underway along the route of the proposed water main. Five easement plats have been submitted for our review. The consultant is working on the 100% design documents.

We anticipate receipt of the 100% design documents by October 22, 2010.

We have received the 100% design documents and they are currently under review.

We anticipate receipt of the geotechnical report during the week of December 13, 2010. Six more easement plats have been submitted for our review for a total of 11 out of 14 plats required.

Comments on the 100% design documents have been returned to our consultant. All plats have been received with the final three under review before being forwarded to Mr. Bowling for deed preparation. A Board authorization request is proposed for this project.

All plats have been submitted to Mr. Bowling's office for deed preparation.

Deeds of easement and plats have been sent to the property owners, affected by the water main portion of the project, to begin the easement acquisition process. Our consultant has submitted a proposal for additional design services and plat preparation. A Board authorization is proposed for this project.

One deed of easement for the sewer portion of this project remains to be reviewed and distributed to the property owner. We have obtained one of the thirteen required easements for the project. This project will be discussed as an Agenda item.

We have obtained 3 of 15 required easements for the project. ACSA staff is making direct calls to property owners to push the easement acquisition process forward. Final revisions are being made to the 100% design documents.

We have obtained 6 of 15 required easements for the project. A Scope for Bid and Construction Phase Services has been provided to our consultant to prepare a proposal for our review. We have received approval for the E&S Control Plan and our consultant is preparing the VDOT Permit.

We have obtained 7 of 15 required easements for the project. We have received a proposal from our consultant for Bid and Construction Phase Services. A Board authorization is proposed for this project.

We have obtained 10 of the 15 required easements for the project. ACSA staff has been in contact with all but one of the property owners from whom easements are required.

We have obtained 11 of the 15 required easements for the project. Negotiations continue with two property owners that control 3 of the remaining 4 easements.

10/12/11: The two remaining property owners have concerns about potential damage to their wells during construction of the water main. ACSA staff is working out appropriate testing of the existing wells before and after construction as part of our offer in negotiating for acquiring the easements.

11/9/11: Certified letters with our final offers have been mailed to the owners of the two properties where we still need easements. The deadline for a response has been set for November 18, 2011. The VDOT permit has been submitted.

12/7/11: Neither of the two remaining property owners where we still require easements responded by the November 18, 2011 deadline. ACSA staff is following up personally with each owner to determine if there are any outstanding issues that can be negotiated, or if we need to proceed with condemnation of the easements. The VDOT permit has been obtained and our consultant is preparing the submission package to DCR to obtain the VSMP permit.

**1/11/12: Of the remaining two property owners where we still require easements, one has been non-responsive and we continue to negotiate with the other with a deadline for his response set for January 20, 2012. ACSA staff wishes to proceed with condemnation of the easement from the non-responsive property owner. This project will be discussed as an Agenda item.**

- l) Buckingham Circle Water Main Replacement (Account Code 330-000):** The kickoff meeting for the design phase was held on October 6, 2009.

The wetland areas have been flagged and field surveying is underway. ACSA has provided GIS data to the consultant to aid in the design. The wetland delineation has been completed. We anticipate the field surveying to be completed the week of December 14, 2009.

The field surveying is complete and a meeting has been scheduled for January 15, 2010 to review the preliminary alignments for the proposed water and sewer mains.

ACSA staff met with the consultant to review preliminary alignments for both the water and sewer mains. Test holes will be necessary to verify locations and depths of utilities in some areas of the project. A Board authorization is proposed for this project.

The test hole work has begun. We anticipate receipt of the 50% design documents by early April 2010.

The 50% design documents have been received and they are under review.

A public meeting has been scheduled for May 26, 2010 at 7:00 p.m. at the Trinity Presbyterian Church to present the project to the residents of Buckingham Circle.

A public meeting was held on May 26, 2010 and 18 property owners attended. A Fact Sheet is being prepared to send out to the residents of the subdivision. The consultant is working on the 90% design documents. The ACSA is obtaining estimates for geotechnical borings at the support locations for the aerial stream crossing.

A Fact Sheet and commitment letters have been sent to the residents of the subdivision. Estimates have been received for the geotechnical borings at the proposed stream crossing.

The geotechnical investigation at the stream crossing has been completed by CTI Consultants, Inc. We anticipate receiving the report within about a week.

We have received the 90% design documents and they are under review.

We have received only 5 of 48 commitment letters for the sewer portion of the project. We will update the Board at the November meeting with the final commitment count.

ACSA staff has met with the consultant to review a design change in the sewer portion of the project. We anticipate returning comments on the 90% design documents to the consultant during the week of November 15, 2010. We have received 7 of 48 commitment letters for the sewer portion of the project.

Comments on the 90% design documents for the water portion of the project have been returned to the consultant. We have received 8 of 48 commitment letters for the sewer portion of the project. A Board authorization request is proposed for this project. This project will be discussed as an Agenda item.

The consultant has begun work on modifying the Contract Documents for bidding just the water main replacement portion of the project. Work has begun on the easement plat that is required to replace the water main between Bellair Subdivision and Buckingham Circle. The consultant will continue work on completing the sewer system design.

The 100% design documents for both the water and sewer projects have been received and are under review. The plats required to proceed with the water main replacement project have been sent to Mr. Bowling's office for deed preparation. Our consultant has submitted a proposal for additional design services and plat preparation. A Board authorization is proposed for this project.

Comments on the 100% design documents have been returned to the consultant. Our consultant is preparing the application for the VSMP for submission to DCR. We have obtained one of the two easements required for construction. A Board authorization is proposed for this project.

The E&S Control Plan has been submitted to the County for review and approval. The Joint Permit Application has been submitted to the VMRC for review and approval. Final revisions to the 100% design documents are underway, based upon concerns from RWSA staff about their raw water main running through the subdivision.

Comments on the 100% design documents have been returned to the consultant. RWSA and VDOT have approved the shift in the proposed water main location to protect the RWSA raw water main. Comments have been received from the County on the E&S Control Plan. Both easements required for construction have been obtained.

The revised 100% design documents have been received and are currently under review. Once they are approved, we will complete the permitting process to open the way to bid the project.

Comments on the 100% design documents have been returned to the consultant. The consultant is working on the final revisions and will begin preparing the various permits for submission to regulatory agencies.

The 100% design documents have been approved and have been sent to VDOT, the County and RWSA. We have received the Nationwide 12 permit for the project. The consultant is preparing the permit applications for VDOT, DCR and the County.

10/12/11: Final revisions to the E & S Control Plan will be submitted to the County before November 1, 2011. The permit application to VDOT will be

submitted shortly and VDOT will withhold issuing their permit until the project is scheduled for bidding. A permit will not be required from DCR since the project has become just a water main replacement.

11/9/11: The final E&S Control Plan has been submitted to the County for approval. ACSA staff is waiting for VDOT to provide the amount of the permit fee so we can get the permit submitted for their approval. The RWSA has approved the 100% design documents related to the work near their raw water main.

12/7/11: The E&S Control Plan addressing the County's final comments will be submitted in mid-December. The VDOT permit has been submitted for review and the fee will be paid when we have set a date for advertising for bids.

**1/11/12: The E&S Control Plan has been approved by the County.**

**m) Brookway Drive Aerial Sewer Crossing Replacement (Account Code 340-000):** A kick-off meeting with our consultant was held on September 28, 2010. We anticipate receipt of the preliminary design documents by November 1, 2010.

The preliminary structural design and general layout has been completed. A meeting will be scheduled with the consultant within the next two weeks to discuss the general concept. The consultant is preparing a draft permit application for the stream crossing.

A meeting was held with our consultant on November 18, 2010 to review some of the design concepts. We anticipate receipt of the design plans, specifications and permit applications during the week of December 13, 2010.

The 90% design documents were received, reviewed and comments have been returned to our consultant.

The 100% design documents will be submitted when our consultant has addressed comments from RWSA staff. Our consultant has prepared a proposal for Bid and Construction Phase Services for this project. A Board authorization is proposed for this project.

The 100% design documents have been submitted and are currently under review by RWSA and ACSA staff. This project will go before the VMRC on March 22, 2011.

We have received approval from VMRC. The project is scheduled to be advertised for bids on April 24, 2011. A pre-bid meeting is scheduled for May 11, 2011 and bids will be opened on May 26, 2011.

Two bids were received on May 26, 2011 and Linco, Inc. was the apparent low bidder. A Board authorization is proposed for this project.

A preconstruction conference with Linco, Inc. has been scheduled for July 18, 2011.

The Notice to Proceed has been set for August 15, 2011.

Mobilization has been scheduled for the week of September 5, 2011; however weather conditions will likely delay the start of the project.

10/12/11: The Contractor has completed the construction of one of the new concrete support piers for the sewer main.

11/9/11: The Contractor is currently constructing the second concrete support pier.

12/7/11: The second concrete support pier has been completed and the new pipeline crossing the stream has been constructed. Only the stabilization of the stream banks and restoration work remain to complete the project.

**1/11/12: Notifications that the construction activities have been completed have been sent to the Virginia Marine Resources Commission (VMRC) and the Army Corps of Engineers (ACOE). We are awaiting receipt of the closeout documents from the Contractor.**

- n) **Oak Hill Sewer Phase 1 (Account Code 342-000):** Comments on the 90% design documents have been provided to the consultant. Commitment letters will be sent to the potential customers of Phase 1. ACSA has obtained information on the requirements for a Community Development Block Grant (CDBG) for this project. This project will be discussed as an Agenda item. A joint permit application has been submitted to the Virginia Marine Resources Commission (VMRC). A meeting with Ron White and AHIP has been scheduled for December 11, 2008 regarding the Community Development Block Grant (CDBG). AHIP will conduct the salary survey in Oak Hill.

Salary surveys have been sent to the potential customers and 14 have been returned. A Public Meeting is scheduled for January 12, 2009 at 7:00 P.M. in Meeting Room A, County Office Building – 5<sup>th</sup> Street.

To date, we have not received the required 80% of potential qualifying residences responding to our salary survey. There are 17 residences that have not responded and we are working with AHIP to contact this remaining group.

The required level of 80% of the affected residences responding to the salary survey was not reached. The ACSA will not be seeking CDBG funds, at this time. Commitment letters will be sent to the property owners served by the proposed project.

Letters are being prepared to send to residents and property owners informing them of the decision to defer the project to FY 2011.

We will proceed with completing the final design documents. The 100% design documents are under review and we anticipate providing comments to our consultant by August 21, 2009.

Comments on the 100% design documents were provided to the consultant and the final revisions are under review.

ACSA is currently working on scheduling a meeting with the Albemarle County Director of Housing and AHIP for the week of November 16, 2009. The meeting will be used to verify income requirements, important milestone dates for the CDBG and develop the plan for conducting the income survey.

A meeting was held on December 1, 2009 with the Albemarle County Director of Housing and members of AHIP to verify the Low to Middle Income (LMI) limits and discuss any changes to the CDBG requirements. A revised income survey was sent to all residents and property owners potentially served by the project. A public information meeting is scheduled for December 14, 2009 from 7:00 p.m. to 9:00 p.m. at the 5<sup>th</sup> Street County Office Building in Room A. This project will be discussed as an Agenda Item.

Twelve residents of Oak Hill attended the Public Meeting and there were many good questions. Property owners and tenants, who had not responded by Christmas, were called by ACSA personnel the week of December 28, 2010. Repeat salary surveys were sent to 13 residents on January 12, 2010. User Agreement forms will be mailed to Oak Hill residents on January 18, 2010. A Board authorization request is proposed for this project. This project will be discussed as an Agenda item.

ACSA staff is working with Mr. Ron White of the Albemarle County Office of Housing to complete the CDBG application. An electronic copy of the application is required to be completed by February 19, 2010, with the

complete application and all related attachments due to the Office of Housing by March 5, 2010. To date we have received 22 signed User Agreements. This project will be discussed as an Agenda item.

The draft application has been completed with the appropriate attachments. The second public meeting with the Board of Supervisors was held on March 10, 2010. To date we have received 44 signed User Agreements. This project will be discussed as an Agenda Item.

The CDBG application has been submitted to the Virginia Department of Housing and Community Development (VDHCD). To date we have received 44 signed User Agreements.

We have received 48 of the required 54 easement plats from our consultant and 41 have been received and approved.

The CDBG for this project has been awarded to the ACSA. A Contract Negotiation Meeting with a VDHCD representative has been scheduled for July 21, 2010. A Board authorization is proposed for this project.

Notices have been sent to the residents/property owners advising them of the CDBG award for the project. We have sent 35 of 53 plats to our attorney to begin drafting the deeds of easement required for the project. Surveys have been sent to the residents/property owners asking for information on the location of their septic fields and 24 responses have been received. Surveying for the sewer lateral designs will begin August 16, 2010. A Project Management Team Meeting is scheduled for August 12, 2010 to approve a Project Management Plan required by VDHCD. A Project Management Workshop will be held in Staunton on August 16-18 and three ACSA staff will be attending. Our deadline for executing the contract with VDHCD is October 21, 2010.

We have received 28 deeds of easement from Mr. Bowling's office and, upon review, they will be sent to the property owners for execution. Surveying for the design of the sewer laterals is drawing to a close. Non-responding property owners will be asked to sign a Letter of Refusal, if they do not plan to participate in the project.

We have obtained 10 of 53 easements for the project. We have increased our total of signed User Agreements from 44 to 50 and have a verbal commitment from one other. Our community helper and staff are working to obtain User Agreements or Letters of Refusal from the remaining seven households.

All easement documents have now been distributed to the property owners in Oak Hill. We have obtained 16 of 53 easements for the project.

We have received User Agreements or Letters of Refusal from 53 households. VDHCD staff is reviewing our User Agreements and Letters of Refusal, in order to match them to the properties served by the project, prior to executing the contract with the County.

We have obtained 18 of 53 easements for the project. We have received User Agreements or Letters of Refusal from 55 households. A project update letter is being sent to all the potential new customers advising them of the project status. The letter emphasizes our need to acquire all the easements before we can bid the project. The sewer lateral design has been received and is currently under review.

We have obtained 23 of 53 easements for the project. ACSA staff is preparing to utilize our neighborhood helpers in the effort to acquire the remaining easements. The contract between VDHCD and the County of Albemarle for the CDBG funds has been executed. Standard inserts required by the CDBG have been provided to our consultant for inclusion in the Project Manual.

We have obtained 33 of 53 easements for the project. Comments on the design of the private sewer laterals have been returned to our consultant.

We have obtained 34 of 53 easements for the project. Three people are working on obtaining the outstanding easements: two neighborhood volunteers and one ACSA staff member. A project status meeting of the Management Team is being scheduled for March 23, 2011. A Board authorization is proposed for this project.

A project status meeting was held on March 23, 2011 with the Project Management Team and projected schedules were discussed for easement acquisition and advertising for bids. There are ten easements left to obtain for the project. A Board authorization is proposed for this project. This project will be discussed as an Agenda item.

Seven easements remain to be obtained for construction of the project. A rendering of the project sign and its proposed location has been submitted to the County and VDOT for review and comments.

Two easements remain to be obtained for construction of the project. The E&S Control Plan has been submitted to the County for review and approval. We have received the VSMP from DCR.

The E&S Control Plan has been approved by the County. Our consultant is updating the VDOT Permit and fee for final submission. One easement remains to be obtained for construction and we have been unable to reach an agreement with the property owner. An appraisal of the easement

value is being obtained in anticipation of the need to file a Certificate of Take.

The VDOT Permit has been approved for the project and the project was advertised for bids on August 7, 2011. Bids will be opened at 2:00 pm on September 1, 2011. When the appraisal report is received on the one remaining easement, ACSA staff will make a final offer to the property owner.

The final easement has been obtained for the project. A total of 12 bids were received on September 6, 2011 and A. G. Dillard, Inc. was the apparent low bidder. A Board authorization is proposed for this project.

10/12/11: The Standard Form of Agreement has been executed by the ACSA and the Contractor. A preconstruction conference was held on October 11, 2011 and the Notice to Proceed was set at October 17, 2011.

11/9/11: The shop drawings have been approved and clearing of the easements has begun.

12/7/11: Construction of the sewer mains has begun and approximately 20% of the mains have been constructed. Four customers have been connected to the new sanitary sewer system to date. A property owner immediately adjacent to the Phase 1 Project has asked to be included, which would require the addition of a sewer main extension and a manhole. This additional sewer main would serve as the take-off point to extend sanitary sewer to some of the remaining properties in Oak Hill when Phase 2 is constructed. An easement exists for this extension, though it may require relocation. ACSA staff prepared a Scope of Services for the design of this extension and the consultant has prepared a proposal for this additional work. A Board authorization is proposed for this project.

**1/11/12: Approximately 60% of the sewer mains have been constructed and 16 residences have been connected to the new sewer system. The surveying work for the additional sewer main extension has been completed and the design is in progress.**

- o) Crozet Drainage Basin Phase 2 SSES (Account Code 348-000): A kick-off meeting was held on August 31, 2010. The consultant is currently selecting sites for installation of flow meters. Manhole inspections are currently underway.**

Approximately 246 of 654 manholes have been inspected. Flow meters have been installed and are collecting data.

Approximately 373 of 654 manholes (57%) have been inspected. The

ACSA Maintenance Department has been given a list of manholes the consultant has had difficulty locating. The flow meters continue to collect sewer flow data.

Approximately 618 of 654 manholes (94%) have been inspected. The sewer flow meters are to be removed by the week of December 13, 2010.

All manhole inspections have been completed. Sewer flow meters have been removed and the flow data is being analyzed. Night flow isolation and measurement in basins too small to meter is complete. We are awaiting the consultant's recommendations for smoke testing.

Smoke testing is currently underway to determine sources of inflow and where CCTV work should be recommended.

Based upon smoke testing, manhole inspections, and night flow isolation and measurement, our consultant is not recommending any CCTV work. We anticipate receiving a draft report the first week of April 2011.

The draft report has been received and is currently under review. Letters have been sent to property owners that have been identified as having problems with their private sewer lateral connections.

Thirty-four (34) of seventy-five (75) private sewer lateral defects have been corrected. ACSA staff is working on a draft contract to piggy-back the City's Manhole Rehabilitation and Point Repair Contract to complete the recommended rehabilitations.

Thirty-eight (38) of seventy-five (75) private sewer lateral defects have been corrected. Second notices have been sent to homeowners with private lateral problems needing correction. The final report of the SSES has been received and is currently under review. Jim Bowling has approved an agreement and ACSA Supplemental Conditions utilizing the City's FY 2010 Manhole Rehabilitation and Point Repair Contract to complete the Crozet Drainage Basin Phase 2 rehabilitations.

Fifty-six (56) of seventy-five (75) private sewer lateral defects have been corrected. Minor edits are being made to the Crozet Phase 2 Drainage Basin SSES Report. Of the 654 manholes in the study area, 118 require some level of rehabilitation. Manhole rehabilitation includes coating, sealing of holes/cracks/pipe connections/joints, resealing frames, resetting frames, and replacing or resetting frames and covers. The private sewer lateral defects range from simple replacement of cleanout caps to the repair/replacement of cleanouts and/or service laterals. In addition, five drains require disconnection from sewer laterals. It is recommended that 355 rain stoppers also be installed. No pipe line rehabilitation will be

required. A copy of the final report will be made available to any Board members who would like to review it.

The DEQ has been notified that the Crozet Drainage Basin Phase 2 SSES has been completed in accordance with our Schedule of Compliance. ACSA staff will have until December 7, 2011 to submit to DEQ our plan and schedule for the completion of the design and construction of the rehabilitation/repairs identified in the SSES. The rehabilitation work identified in the SSES has been made a part of the FY 2012 Miscellaneous Sanitary Sewer Rehabilitation Project, which utilizes the cooperative contracting language of the City's FY 10 Manhole Rehabilitation and Point Repair Contract. This will allow us to complete the work in a timely manner. Fifty-seven (57) of seventy-five (75) private sewer lateral defects have been corrected. The third and final notices will be mailed soon to the remaining customers required to make repairs to their private sewer service laterals.

A Standard Form of Agreement has been executed with Linco, Inc. to complete sanitary sewer rehabilitation/repairs under the FY 2012 Miscellaneous Sanitary Sewer Rehabilitation Project. Work Order No. 1 has been issued to Linco for the manhole rehabilitation work identified in the Crozet Drainage Basin Phase 2 SSES. ACSA is awaiting submission of the proposed work schedule from Linco before submitting our schedule to DEQ for their review and approval. Sixty-four (64) of seventy-five (75) private sewer lateral defects have been corrected.

10/12/11: Our plan and schedule for the completion of the rehabilitation/repairs in the Crozet Phase 2 Rehabilitation Project has been submitted to the DEQ and we have received their approval. This project is now incorporated into the Schedule of Compliance of our Consent Order with a completion date of February 1, 2012 and is subject to enforcement under the Order. Seventy (70) of seventy-five (75) private sewer lateral defects have been corrected.

11/9/11: The rehabilitation/repairs in the Crozet Phase 2 Drainage Basin are approximately 90% complete. An external point repair was discovered by the ACSA CCTV crew and this work has been added to the Fiscal Year 2012 Miscellaneous Sanitary Sewer Rehabilitation Contract. Seventy-one (71) of seventy-five (75) private sewer lateral defects have been corrected.

12/7/11: The rehabilitation/repairs in the Crozet Phase 2 Drainage Basin are approximately 95% complete. Seventy-three (73) of seventy-five (75) private sewer lateral defects have been corrected.

**1/11/12: The rehabilitation/repairs in the Crozet Phase 2 Drainage Basin are approximately 98% complete. All private sewer lateral defects have been corrected.**

- p) **Biscuit Run Drainage Basin SSES (Account Code 349-000):** A project kick-off meeting was held on March 24, 2011. Sewer flow meters have been installed and manhole inspections are underway.

Sewer flow meters continue to collect data. Approximately 171 of 568 manholes have been inspected.

Sewer flow meters continue to collect data. Approximately 300 of 568 manholes have been inspected.

The sewer flow meters have been removed and the data is being analyzed by our consultant. Approximately 14 manholes remain to be inspected that are inaccessible. ACSA Maintenance staff is assisting in making these remaining manholes accessible for inspection.

The night flow isolation and measurement, plus the smoke testing tasks have been completed in this drainage basin. ACSA Maintenance staff continues to work on making the remaining manholes accessible for inspection.

The consultant is working to establish a schedule for the necessary CCTV work. To date 7 of 17 private sewer lateral defects have been corrected.

10/12/11: The sub consultant has begun the CCTV work. Three manholes remain to be exposed and raised by the Maintenance Department to complete the manhole inspection portion of the SSES. Three other manholes that are buried will be raised as part of the rehabilitation phase and inspected by ACSA staff when they are accessible to determine if any rehabilitation work on them is required. To date 11 of 17 private sewer lateral defects have been corrected.

11/9/11: The draft report for the Biscuit Run SSES has been received and is currently under review. Second notices have been sent to the six remaining property owners that need to correct private sewer lateral defects.

12/7/11: Final notices have been sent to the six remaining property owners that need to correct private sewer lateral defects.

**1/11/12: Comments on the draft SSES Report have been returned to the consultant. We anticipate receiving and approving the final draft**

**of the SSES Report by the end of February 2012. All private sewer lateral defects have been corrected.**

- q) **FY 2012 Miscellaneous Sanitary Sewer Rehabilitation (Account Code 350-000)**: 10/12/11: ACSA staff is preparing Work Order No. 2 for the CCTV inspection and measurement of sewer mains in Four Seasons and the Wakefield Road Area in preparation of relining.

11/9/11: Work Order No. 2 has been issued to the Contractor and we are awaiting the submission of his schedule for completing the work. Work Order No. 3 has been issued for the point repair work discovered in the Crozet Phase 2 Drainage Basin.

12/7/11: Work Order No. 2 for the CCTV inspection and measurement of sewer mains in the Four Seasons and Wakefield Road areas is expected to be completed the week of December 12, 2011. We are awaiting the Contractor's schedule for completing Work Order No. 3 that involves a point repair in the Crozet Phase 2 Drainage Basin.

**1/11/12: Work Order No. 2 involving the CCTV inspection and measurement of sewer mains in the Four Seasons and Wakefield Road areas has been completed. ACSA staff will review the footage from the CCTV work and develop a work order for the rehabilitation of sewers in these two areas. Work Order No. 3 involving the point repair of a damaged sewer main in the Crozet Phase 2 Drainage Basin has been completed.**

- r) **North Fork Regional Pump Station (Account Code 356-000)**: The consultant is preparing the final draft of the PER. A public meeting on the project is scheduled for December 3, 2008 at 7:00 p.m. in the Baker Butler Elementary School cafeteria. This project will be discussed as an Agenda item. The consultant has completed the final draft of the PER. A design proposal has been received from the consultant. This project will be discussed as an Agenda item.

A kick-off meeting for the design phase was held with the consultant on January 7, 2009. Meetings with the individual major developers are being scheduled to discuss project funding.

We have received the technical memorandum for the recommended force main alignment and staff concurs. The consultant will proceed with the force main design, with some additional surveying required. The consultant and ACSA have met with County staff in a pre-application meeting to discuss site plan submissions. Meetings have been held with each of the major developers affected by the project. This project will be discussed as an Agenda item.

Additional surveying for the selected force main alignment is underway. Property owners along the force main alignment are being contacted, so the consultant can establish the crossing location of Route 29. The site plan for the NFRPS will be submitted to the County the week of March 16, 2009.

The preliminary site plan for the regional pump station has been submitted to the County and distributed to the Site Review Committee members. The crossing point of Rt. 29 for the 16-inch diameter force main has been established.

The consultant and ACSA are working with the North Pointe developer to finalize the force main alignment on their property. The ACSA is working closely with the U.Va. Foundation to finalize the force main alignment along the frontage of their property, south of Lewis and Clark Drive. Letters have been delivered asking for permission to begin geotechnical investigations and we have received permission from 5 of 13 landowners. A letter of intent to purchase property for the Camelot Pump Station has been sent to HMC Holdings. The force main alignment has been finalized on the U.Va. Foundation property and geotechnical investigations have begun. The North Pointe developer and ACSA have agreed on an alignment of the force main through their property. A meeting has been scheduled with the County to discuss minor adjustments to some North Pointe structures to accommodate the force main.

Negotiations for purchase of the Camelot Pump Station parcel are underway. The final portions of the force main alignment are being confirmed. Final easement plats and subdivision plat are being finalized on the U.Va. Foundation property for presentation to them. The Nationwide Permit for work around the streams has been submitted to the State and the Army Corp of Engineers. We have received permission for geotechnical borings from 8 of 13 landowners.

The 60% design documents for the regional pump station have been submitted and are under review. We have agreed on a purchase price with HMC Holdings for the Camelot Pump Station lot and the site plan design is proceeding. A meeting with the U. Va. Foundation to present an offer for the purchase of the regional pump station lot and easements will be held on August 18, 2009. Easement plats are under review for portions of the NFRPS force main that have been finalized. A proposal for easement acquisition services has been received from our consultant and reviewed. A Board appropriation request is proposed for this project.

Comments on the 60% design documents for the Regional Pump Station have been provided to the consultant. Easement plats are under review

for all portions of the project in preparation for easement acquisition. A map showing the special rate district with North and South Zones has been prepared. This project will be discussed as an Agenda item.

Eight deeds of easement have been prepared and are being reviewed prior to delivery to Land Acquisition Services, Inc. (LAS). Introductory letters will be sent to property owners prior to contact by LAS. Subdivision applications and plats have been submitted to the County for both pump station sites. We have 17 final plats for easement acquisition for inclusion in a resolution by the Board to allow for the use of ACSA's power of quick take, if necessary, to obtain the required easements. This project will be discussed as an Agenda item.

Letters have been sent to property owners introducing the appraiser. Easement appraisals have begun. All but two deeds of easement have been prepared and are being reviewed. The consultant has received comments from the County for the two pump station subdivision plats and they are being addressed. The purchase and sale agreement with HMC Holdings for the Camelot Pump Station lot has been executed by HMC Holdings, LLC. The force main alignment through the North Pointe property has been finalized. The consultant is preparing the 60% design submittal.

The site plan for the Camelot Pump Station (CPS) has been submitted to the County. The subdivision plats for the two pump station lots have been submitted to the County for final approval. We anticipate receiving the 60% design documents for the CPS on December 11, 2009, along with revised 60% design documents for the North Fork Regional Pump Station. LAS has contacted property owners to begin negotiating easement acquisition and the Appraisal Group has contacted property owners to schedule site visits. The 60% project cost estimate has been received from the consultant. This project will be discussed as an Agenda Item.

Comments have been received from the County in the site plan for the CPS and the consultant is addressing these for resubmission. The 60% design documents for the CPS and the revised 60% design documents for the NFRPS have been reviewed with the consultant. The 60% design plan for the NFRPS force main has also been reviewed and comments provided to the consultant. All plats have been finalized, except for the North Pointe property and three appraisals have been received. The CPS lot has been acquired from HMC Holdings, LLC. This project will be discussed as an Agenda item.

We have received 14 appraisals for easement acquisitions. The NFRPS force main Erosion and Sediment Control Permit has been submitted to

the County. The plats for North Pointe have been finalized. This project will be discussed as an Agenda item.

Two easements have been acquired. We have received the 90% design documents and they are currently under review. This project will be discussed as an Agenda Item.

Comments on the 90% design documents have been returned to the consultant. Several easement negotiations are on-going and several deadlines have been set for acceptance of ACSA offers. We have received a request from our consultant related to additional tasks and associated fees for Design Phase Services. We have also received a proposal for Bid Phase Services from our consultant. Board authorizations are proposed for this project.

The 100% design documents have been received and are currently under review. Easements have been obtained from 7 of 16 property owners. Some easement negotiations are still in progress.

Easements have been obtained from 10 of 16 property owners. Easement negotiations are on-going with some owners. The purchase of the NFRPS parcel from the UVA Foundation along with associated easements has been completed. A proposal has been received from our consultant for a mussel survey. A Board authorization is proposed for this project. This project will be discussed as an agenda item.

A review of the 100% design document comments is scheduled with the consultant for July 9, 2010. Easement negotiations remain on-going. A final offer letter was sent to Apex, LLC. A Board authorization is proposed for this project. This project will be discussed as an Agenda item.

Negotiations are on-going with Chiro, LLC and CWH Properties Limited Partnership (CWH). A Letter of Agreement between CWH and ACSA is being drafted. The final Erosion & Sediment Control (E&SC) Plan for the NFRPS force main has been submitted to the County. This project will be discussed as an Agenda Item.

The pump stations portion of the project is out for bid. A pre-bid conference was held on September 8, 2010. Bids will be opened on September 30, 2010. The NFRPS Force Main portion of the project will be put out to bid on September 19, 2010. Negotiations with Chiro, LLC and CWH are in the final stages. The final E&SC Plan for the NFRPS force main has been approved by the County. This project will be discussed as an Agenda item.

Eight bids were received on the Pump Station portion of the project (Phase 1). Bids on the Force Main/Gravity Sewer portion of the project (Phase 2) will be opened on October 26, 2010. A Board authorization is proposed for this project. This project will be discussed as an Agenda item.

The contract for the Pump Stations (Phase 1) portion of the project has been executed by the contractor and ACSA. The attorney for Chiro, LLC has proposed revisions to the deeds of easement affecting their property, which are being reviewed. Seven bids were received on the Force Main/Gravity Sewer (Phase 2) portion of the project. CWH has agreed to pay the difference in cost between the Alternate A Bid Items and the Alternate B Bid Items of the lower bidder. A Board authorization is proposed for this project.

We have obtained the easements from Chiro, LLC. All easements have been acquired for the project, either by signature or filing certificates. The contract for the Force Main/Gravity Sewer portion of the project (Phase 2) has been executed by the contractor and the bonds have been approved by Jim Bowling. ACSA staff and WRA are scheduled to meet on December 13, 2010 to discuss coordination of inspection and project management of the two contracts. Preconstruction conferences have been scheduled for both contracts, for December 22, 2010. We anticipate the Notice to Proceed date for both contracts to be January 3, 2011. A Board authorization is proposed for this project.

A preconstruction conference was held for both contracts on December 22, 2010 and the Notice to Proceed (NTP) was set as January 3, 2011 for both contracts. A Certificate to Construct (CTC) has been received from DEQ for the Pump Stations contract (Phase I). Product and shop drawings submittals are in progress for both projects. Commonwealth Excavating, Inc. (CEI) has begun their stake-out and mobilization. English Construction plans to mobilize in two weeks. We have received the final Mussel Survey report and there is no evidence of the James Spiney Mussel in the vicinity of the proposed future river crossing by the 12-inch force main. Our consultant is preparing a design proposal for the 12-inch force main crossing and the permit modification.

A Certificate to Construct (CTC) has been received from DEQ for the Force Main/Gravity sewer portion of the project. CEI has begun work clearing and grading the North Pointe property in preparation for construction of the new force main. English Construction will begin mobilizing this month. We have received the design proposal for the 12-inch diameter force main river crossing and permit modification. A Board authorization is proposed for this project.

English Construction has set up their office trailers and notified Miss Utility for both stations. Clearing and grading at the pump station sites will commence soon. Some product and shop drawing submittals are still being reviewed. CEI is working on grading the Middle Commercial Area of the future North Pointe Project. They have been notified that some unsuitable material for fill must be removed from the North Pointe site. In addition, they neglected to complete a pre-earthwork survey of the existing grade along the force main. Their surveying sub-consultant is working with the original aerial photography to correct the situation. A physical survey of current undisturbed areas has been completed.

English Construction has begun grading the NFRPS site. Grading of the Middle Commercial Area (MCA) on the proposed North Pointe site is nearing completion. The force main has been installed in the MCA on the North Pointe property. This project will be discussed as an Agenda item.

English Construction (English) has been issued a change directive to lower the existing 6-inch diameter force main to allow grading of the pump station entrance. CEI is currently working on the National College gravity sewer which runs parallel to the NFRPS force main. They are also pre-drilling and blasting rock for portions of the force main through the North Pointe property. A revised volumetric survey to determine grading quantities has been submitted by CEI, so adjustments can be made to quantities paid thus far.

English has lowered and reconnected the existing 6-inch diameter force main to allow final grading of the pump station entrance. The consultant has provided English with a schematic design of the 12-inch diameter force main river crossing to solicit their comments and/or suggestions. Excavation and grading of the Regional Pump Station site continues. Product submittals for the Regional Pump Station are still in progress. CEI is installing the force main heading northward from 84 Lumber. Construction of the road bore crossings is imminent.

English Construction is nearly finished with excavation of the regional pump station site. Materials such as piping, valves and structures are beginning to arrive on the site. CEI continues to install the 16-inch diameter force main through the North Pointe property. The VMRC permit modification summary for the 12-inch force main river crossing is being developed for submission.

English Construction has set the twin wet well structures at the regional pump station site and are proceeding with backfill operations. CEI is currently constructing the gravity sewer through the Forest Lakes North Shopping Center site and working on the force main on North Pointe and Townsend Landscaping properties.

English has set the wet well for the Camelot Pump Station and has installed the water main to serve the regional pump station. They are also installing the 12-inch force main on the west side of Route 29 and the 2-inch water service pipe to the Camelot Pump Station. CEI continues to work on the gravity sewer portion of the project in Forest Lakes North and the force main along the east side of Route 29. The bore for the temporary gravity sewer main for the National College has been completed. The bore for the future 18-inch gravity sewer main across Lewis and Clark Drive is being installed.

10/12/11: English has installed the diversion structure and water service line for the Camelot Pump Station. They continue to work on the construction of the 12-inch diameter force main on the west side of Route 29. CEI has completed the steel casing bores under Lewis and Clark Drive for the temporary gravity main to serve the National College and the future 18-inch diameter gravity main that will serve development south of Lewis and Clark Drive. The gravity mains have also been installed in the casing pipes. Their subcontractor is currently installing the steel casing bore for the gravity sewer main under Proffit Road.

11/9/11: English is currently constructing the diversion structure at the Regional Pump Station and backfilling as the walls are completed. The 12-inch diameter force main for the Camelot Pump Station is complete except for the portion that crosses under Route 29. CEI has completed the steel casing bore under Proffit Road and is beginning the steel casing bores under Lewis and Clark Drive for the 16-inch diameter force main. The gravity sewer main on the south side of Proffit Road through the Forest Lakes North Commercial Area is approximately 95% complete. CEI is beginning to work on some pavement restoration.

12/7/11: English is currently backfilling around the diversion structure and wet wells at the Regional Pump station and installing a) the 18-inch diameter gravity sewer main north of Lewis and Clark Drive and b) the 30-inch diameter gravity sewer main from the Camelot Pump Station (CPS) to the eventual connection point with the existing 12-inch diameter sewer main that flows into the Camelot WWTP. English has also completed the footings for the CPS and will be pouring the floor slab soon. Commonwealth Escavating (CEI) has completed the steel casing bores under Lewis and Clark Drive. The 18-inch diameter gravity sewer main south of Proffit Road in the Forest Lakes Commercial Center has been completed and the pavement repair has been finished. The internal plumbing (and connections to the force main) of all the pigging stations along the 16-inch diameter force main have been completed except for one. In lieu of a Minor Site Plan amendment, an Erosion Control Plan

amendment will be submitted to the County for the 12-inch diameter force main crossing the North Fork of the Rivanna River.

**1/11/12: English is continuing to work on gravity sewer construction, backfilling of structures, valve vault installation and site piping at the Regional Pump Station. Work is continuing on the floor slab and structural elements at the Camelot Pump Station (CPS) and work has begun on the bore across Route 29 for the CPS force main. English is approximately 40 days behind schedule and we expect to receive an updated schedule for completion from them the week of January 16, 2012. For the 12-inch diameter force main crossing the North Fork of the Rivanna River, the consultant is preparing the Joint Permit application for submission to the VMRC. We anticipate the ACOE will modify the existing Nationwide 12 permit for the new force main river crossing. The County has granted preliminary approval of the amendment to the E&S Control Plan for the 12-inch diameter force main river crossing, with final approval pending completion of the construction drawings after receiving comments from the VMRC permitting process. CEI has completed one of the two bores across Route 29 for the 16-inch diameter force main from the Regional Pump Station. All pigging stations have been completed and the only remaining segment of the 16-inch diameter force main to be constructed is the one which connects the east and west sides of Route 29. We anticipate completion of the 16-inch diameter force main installation during the week of January 16, 2012. Restoration work along this force main is in progress.**

- s) Meadow Creek Drainage Basin Sewer Rehabilitation (Account Code 357-000):** A kick-off meeting was held with our design consultant on July 6, 2009. Notification letters for surveying work have been sent to customers.

Field surveying for the replacement portion of the project is underway. We anticipate receipt of the 50% design documents for the rehabilitation portion of the project on August 17, 2009.

Comments on the 50% design documents for the rehabilitation portion of the project have been provided to the consultant. We anticipate receipt of the 50% design documents for the replacement portion of the contract at the end of September.

Comments on the 90% design documents have been returned to the consultant. We have received the 50% design documents on the replacement portion of the project and they are under review. A proposal has been received for Bid and Construction Phase Services. A Board

appropriation request is proposed for this project. In addition, a Board authorization to bid is being requested.

We anticipate receipt of the 100% design documents on the rehabilitation portion of the project by the end of November 2009. Comments on the 50% design documents for the replacement portion of the project have been returned to the consultant. A public meeting on the replacement portion of the project is scheduled for November 19, 2009 at 7:00 p.m. at the Jack Jouett Middle School.

The 100% rehabilitation design documents and the 90% replacement design documents have been received and are under review. Four people attended the public meeting for the replacement portion of the project. The rehabilitation contract is scheduled to be advertised for bid on January 3, 2010 with a bid opening date of February 4, 2010.

The rehabilitation portion of the project is currently out for Bids with a Pre-Bid meeting scheduled for January 20, 2010. Comments on the 90% design documents for the replacement portion of the project have been sent to the consultant.

A proposal has been received for Bid and Construction Phase Services for the Replacement portion of the project. Also a change order for additional surveying and plats for the Replacement portion of the project has been received from our consultant. Four bids were received on February 4, 2010 for the Rehabilitation portion of the project and Tri-State Utilities, Inc. was the apparent low bidder. Several Board authorizations are proposed for this project.

The executed Standard Form of Agreement for the Rehabilitation Contract has been received from the Contractor. The bonds have been received and are being reviewed. A pre-construction conference has been scheduled for March 23, 2010. The deeds of easement are being prepared for the replacement contract.

The pre-construction conference for the Rehabilitation Contract has been held and a Notice to Proceed date has been set of April 26, 2010. Product submittals for the Rehabilitation Contract have been received and are under review. Deeds of Easement for the Replacement Contract have been sent to the affected property owners.

Work on the Rehabilitation Contract of the project has begun in the Ivy Road Area. For the Replacement portion of the project we have obtained 9 of the 14 required easements.

The current Rehabilitation contract is proceeding with manhole rehabilitation and external point repairs. Relining of existing mains has not yet begun. Three sewer mains in the Georgetown Green Subdivision have been added to the Meadow Creek Rehabilitation Contract. Design of the replacement sewers in the Georgetown Green Subdivision has begun for inclusion in the Replacement Contract.

All the mains scheduled for re-lining have been televised and cleaned. Approximately 40% of the manhole rehabilitation work has been completed and approximately 90% of the point repairs have been finished. A Change Order for adding the rehabilitation work in Crozet has been submitted to the contractor. A Change Order has also been issued to the contractor to include "rain stoppers" in the contract.

Approximately 50% of the manhole rehabilitation work has been completed and only two point repairs remain. Re-lining of the sewer mains has begun in the Greenbrier Heights area. The rehabilitation work in the Crozet Phase 1 SSES Report has been added to this contract, along with the installation of "rain stopper" pans. Surveying for the replacement sewers in the Crozet area and Georgetown Green should be completed by August 20, 2010.

Approximately 60% of the manhole rehabilitation work has been completed and approximately 27% of the sewer mains have been re-lined. All point repairs have been completed. Rehabilitation of several manholes in Glenmore has been added to the contracts. Surveying for the replacement sewers in Crozet and Georgetown Green has been completed.

Approximately 75% of the manhole rehabilitation work has been completed and approximately 30% of the sewer mains have been relined. The 90% design documents, for the Replacement portion of the Meadow Creek Drainage Basin project, have been received and are under review.

Approximately 90% of the manhole rehabilitation work has been completed and approximately 70% of the sewer mains have been relined. We expect to receive the final 100% design documents for the replacement portion of the project during the week of November 15, 2010. A tentative date of November 21, 2010 has been set for advertisement for bids, with a tentative bid opening date of December 22, 2010.

Approximately 95% of the manhole rehabilitation work has been completed and approximately 85% of the sewer mains have been relined. Manhole rehabilitation work in the Glenmore subdivision was added to the contract and has been completed. Additional manhole rehabilitation work in the Stonehenge subdivision and in the Scottsville area have been

added to the contract. The Replacement portion of the project was advertised for bids on November 21, 2010. A pre-bid conference was held on December 1, 2010 and bids are scheduled to be opened on December 22, 2010.

Approximately 98% of the manhole rehabilitation work has been completed and approximately 90% of the sewer mains have been relined. The additional manhole rehabilitation work in Stonehenge has been completed. The manhole rehabilitation work in Scottsville has begun. Five bids were received on December 22, 2010 for the Meadow Creek Sewer Replacement Project. A Board authorization is proposed for this project.

Approximately 99% of the manhole rehabilitation work has been completed and approximately 95% of the sewer mains have been relined. The contract agreement for the Meadow Creek Sewer Replacement Project has been executed and a preconstruction conference has been scheduled for February 24, 2011.

All sewer mains have been relined. Some manhole rehabilitation work still remains to be completed. ACSA staff is reviewing the list of miscellaneous items left to finish the project. A Notice to Proceed date of March 14, 2011 has been set for the Meadow Creek Sewer Replacement Project.

Rehabilitation of manholes in the Greenbrier Heights subdivision has been added to the Rehabilitation Contract and that work has begun. The Meadow Creek Sewer Replacement Project has begun and approximately 23% of the new sewer mains have been constructed.

All work under the Rehabilitation Contract has been completed and we are awaiting submission of the closeout documents. Fielder's Choice, under the Replacement Contract, is currently working in the Squire Hill area. The deed of easement and plat has been sent to the Hollymead Homeowners Association (HOA) for relocation of the sewer next to Hollymead Lake, which will be added to the Replacement Contract.

Fielder's Choice is currently working on sewer main replacements and point repairs in the Fashion Square Mall area. Approximately 40% of the project has been completed.

The contractor is currently working on sewer main replacements in the Canterbury Hills area. Approximately 70% of the project has been completed. We have not yet received the executed deed of easement from the Hollymead Homeowners Association for the additional sewer main relocation next to the lake. The DEQ has been notified that the

Meadow Creek Drainage Basin Rehabilitation portion of this project has been completed in accordance with our Schedule of Compliance.

The contractor is currently working in the Georgetown Road area and will shift to the University Heights area next. Approximately 75% of the project has been completed. The president of the Hollymead Homeowners Association has informed us that he has executed the deed of easement for the sewer main relocation next to the lake and we anticipate receiving the document in the next few days.

The contractor is currently working in the University Heights area. ACSA staff has met with the contractor to discuss the additional work next to Hollymead Lake and in the Townwood Subdivision that we would like to add to the contract.

10/12/11: The sewer rehabilitation work under the base contract has been completed with some restoration items needing to be completed. The additional work in Albemarle Square Shopping Center that was added to the contract has also been completed. A change order for additional work in the Townwood Subdivision has been issued to the Contractor and we have asked for a schedule of completion. We have obtained the easement for the sewer main relocation next to Hollymead Lake. ACSA staff is working to verify if this work will be added to the Meadow Creek Replacement Contract.

11/9/11: The rehabilitation work in the Townwood Subdivision that was added to the contract is approximately 50% complete with an expected completion date by the end of November. A change order has been issued to the Contractor for the relocation of the sewer main next to Hollymead Lake and ACSA staff is awaiting submission of the schedule for completing this work.

12/7/11: The rehabilitation work in the Townwood Subdivision has been completed with only some restoration items remaining. The DEQ has been notified that the Meadow Creek Drainage Basin Replacement portion of this project has been completed in accordance with our Schedule of Compliance. The surveying for the relocation of the sewer main next to Hollymead Lake has been completed and we anticipate construction to begin the week of December 12, 2011. Notices have been sent to the affected property owners in Hollymead.

**1/11/12: The sewer main relocation next to Hollymead Lake has been completed. ACSA staff has asked the Contractor to proceed with the closeout process.**

- t) **PVCC Sewer Relocation (Account Code 361-000):** 10/12/11: The surveying data and base map have been received from Roudabush, Gale & Associates (Roudabush). ACSA staff is beginning work on the design phase of this in-house project.

11/9/11: The draft design for the sewer main relocation has been completed and is currently being reviewed with the Engineering and Maintenance Departments.

12/7/11: An additional easement will be required for permanent access to this sewer main for future maintenance. The work will be completed under the FY 2012 Miscellaneous Sanitary Sewer Rehabilitation Contract. ACSA staff has created a cost estimate of the work based upon the unit prices of this contract, including the cost of the additional easement. A Board authorization is proposed for this project.

**1/11/12: The easement plat for the sewer relocation work and permanent access to the sewer main has been completed and forwarded to Mr. Jim Bowling's office for deed preparation.**

- u) **Confederate Street Water Main Replacement (Account Code 361-500):** 12/7/11: Surveying has begun for the easement plats required to do the work and it has been determined that an additional plat will be required to avoid removing some very large trees along the street. ACSA staff has prepared a cost estimate for the construction work, including the additional easement. A Board authorization is proposed for this project.

**1/11/12: All easement plats have been completed for replacement of the water main and they have been forwarded to Mr. Jim Bowling's office for the preparation of deeds.**

- v) **Glenmore Pump Station (Account Code 365-000):** A materials list is being prepared to obtain quotes.

ACSA staff is working with WRA to establish the final location of the bypass pumping connection so there will be no conflict with the proposed SCADA equipment.

- w) **Hollymead Water Main Replacement (Account Code 369-000):**  
Materials have been ordered and VDOT is reviewing the permit for White Oak Lane.

Work by ACSA Maintenance Department is scheduled to begin on White Oak Lane the week of November 16, 2009. A deed has been prepared for a fire hydrant easement on White Oak Lane.

We have received the signed deed of easement for the fire hydrant location on White Oak Lane. The ACSA Maintenance Department has initiated installation of the new water main along White Oak Lane.

The water main location along White Oak Lane required redesign, due to a conflict with the existing 2-inch diameter PVC water main. Construction is on hold due to inclement weather.

The ACSA Maintenance Department has resumed construction along White Oak Lane.

ACSA staff is trying to arrange a meeting with a property owner on Golden Tree Place to establish the new hydrant location.

The water main has been completed and tested on White Oak Lane. The ACSA Maintenance Department is switching existing service connections to the new main. ACSA staff has met with the president of the Homeowners Association to confirm the location of a new hydrant and associated easement for the Golden Tree Place water main replacement.

All customers on White Oak Lane have been switched over to the new water main. The VDOT permit has been approved for Golden Tree Place and the Neighborhood Association has approved the deed of easement for the new fire hydrant location. We anticipate work to begin on Golden Tree Place the week of June 14, 2010.

Work has begun on Goldentree Place, however rock has been encountered, so progress is slow.

ACSA staff has begun working on the design for Sourwood Place, which will be the next street to construct. Still in rock on Goldentree Place with a little over 50% of the new main installed.

The water main installation on Goldentree Place has been completed and customers are being switched over to the new main. The design of the new water main on Sourwood Place is being finalized.

All the customers have been switched over to the new water main on Goldentree Place. The old water mains on White Oak Lane and Goldentree Place have been abandoned. Installation of the water main along Sourwood Place is scheduled to begin the week of October 18, 2010.

The installation of the new water main along Sourwood Place has begun.

The water main along Sourwood Place has been installed. Testing, disinfection and switching of customers remains to be done. ACSA Engineering and Maintenance staff are working on designs for the remaining streets.

Customers are being switched over to the new water main along Sourwood Place.

Two customers remain to be switched over on Sourwood Place. The design has been finalized for Easy Lane. A test hole is scheduled to verify existing pipe material for making the tap. Construction on Easy Lane should begin within a couple of weeks.

Base pavement is being placed on Sourwood Place to begin completing the trench repair. The existing water main along Easy Lane has been traced. A VDOT permit must be submitted for the work along Easy Lane.

Some base pavement installation remains on Sourwood Place. A VDOT permit has been obtained for the water main installation along Easy Lane. We anticipate construction will begin on Easy Lane the week of April 25, 2011.

The base paving has been completed on Sourwood Place. We anticipate work to begin on Easy Lane in the latter part of May.

Letters will be delivered to customers on Easy Lane the week of June 6, 2011. We anticipate construction to begin the week of June 13, 2011.

Construction of the new water main along Easy Lane began the week of July 11, 2011.

Approximately 90% of the new water main has been installed along Easy Lane.

The water main along Easy Lane has been completed and all customers have been switched over to the new main. Pavement repair remains to be completed as weather allows. ACSA staff is finalizing the design plan for the water main installation along Poe's Lane and a VDOT permit has been prepared for this work and will be submitted soon.

10/12/11: The base pavement has been completed on Easy Lane. The VDOT permit has been obtained for the work along Poe's Lane and notification letters have been delivered to our customers informing them of the impending work on their street. The water main installation is scheduled to begin the week of October 17, 2011.

11/9/11: The final pavement repair has been completed on Easy Lane. Approximately 75% of the water main along Poe's Lane has been installed. The design of the water main replacement along Raven's Place is underway.

12/7/11: The water main along Poe's Lane has been installed and is currently being tested. We anticipate customers will start to be switched over to the new main during the week of December 12, 2011. The existing utilities have been marked along Raven's Place and the design of the water main replacement in this street will be finalized shortly.

**1/11/12: The water main along Poe's Lane has been completed and all customers have been switched over to the new main. Temporary pavement repair has begun on Poe's Lane. The design of the water main along Ravens Place has been completed and a VDOT permit has been prepared for this work and will be submitted soon.**

- x) **Water Tank Inspections (Account Code 374-000):** A kick-off meeting was held on December 2, 2010 and a tentative schedule was established. All four tanks will be inspected the week of January 10, 2011, beginning that Monday, depending on weather conditions. Maps have been prepared for the affected customers and notices will be mailed out approximately 10 days prior to the scheduled inspections.

Inspection of four water tanks began the week of January 10, 2011 and include Mosby Mountain, Avon Park, Ednam Forest and Scottsville. The only tank to be emptied is the Ednam Forest tank; the other tanks will be inspected by divers while the tanks are isolated from the rest of the system.

Inspections have been completed on the Mosby Mountain, Avon Park and Ednam Forest Tanks. The Ednam Forest Tank was cleaned while it was empty. Inspection of the Scottsville tank was postponed, due to a 5-inch layer of ice on the surface.

Our consultant is currently reviewing the reports from Tank Industry Consultants (TIC) on the Mosby Mountain and Avon Park Tanks. ACSA staff will check the Scottsville Tank for ice around mid-March to see if the inspection can be rescheduled.

Draft reports have been received on the inspections of the Ednam Forest Tank and Avon Park Tank, and they are currently under review. ACSA staff is working with our consultant to schedule the inspection of the Scottsville Tank.

The Scottsville Tank inspection has been rescheduled for May 23, 2011. Notices have been sent to the affected customers.

All water tank inspections have been completed. Comments on the draft reports for the Mosby Mountain and Ednam Tanks have been returned to the consultant. We anticipate receiving the draft reports for the Avon Park and Scottsville Tanks by the end of June.

We are currently awaiting submission of the draft final report for all four water tanks that were inspected.

The draft report on the four water tanks that were inspected has been received and is currently under review.

**1/11/12: Comments on the draft report for the water tank inspections have been provided to our consultant. We anticipate receiving the final report by the end of January 2012.**

y) **SCADA System (Account Code 377-000):** The kick-off meeting was held on January 13, 2010.

ACSA staff and the consultant have visited all monitoring sites to verify existing conditions. A Functional Requirements Workshop is scheduled for February 17, 2010 with the consultant and all ACSA staff who will use data from the SCADA System.

The Functional Requirements Workshop was held on February 17, 2010 with ACSA Staff to verify the system requirements. A draft technical memorandum for the Functionality Workshop and Communication Study is due the week of March 15, 2010.

We anticipate receiving the draft technical memorandum for the Functionality Workshop and Communication Study before the end of April 2010.

We have received the draft technical memorandum from the Functionality Workshop and the Communications Study. They are currently under review.

A workshop was held on June 7, 2010 with the consultant to review the technical memorandums from the Functionality Workshop and the Communications Study. The consultant will proceed with the desktop analysis of radio communication pathways. The draft PER is expected to be received in mid- July 2010.

The desktop analysis of radio communication pathways is underway. The results will determine whether or not a field test is necessary.

A workshop was held on July 19, 2010 to review the results of the desktop analysis of radio communication pathways. A field test is not required at this time. The draft PER is anticipated to be submitted by August 16, 2010.

The draft PER has been received and it is currently under review.

A workshop was held on September 30, 2010 with the consultant to review the draft PER. We anticipate receipt of the final report by October 15, 2010.

The final PER has been received and is currently under review. ACSA staff has scheduled a meeting for November 19, 2010 to discuss the final draft.

Final revisions are being made to the PER. Whitman, Requardt & Associates, LLP will make a presentation to the Board explaining SCADA systems. This project will be discussed as an Agenda item.

Final revisions have been made to the PER for the SCADA System Project. The consultant has prepared a proposal for the design of the SCADA system, which is currently under review. This project will be discussed as an Agenda item.

The consultant has submitted a design proposal for the Phase 1 portion of the project. A Board authorization is proposed for this project.

The consultant will begin site visits the week of March 14, 2011 to the locations to be monitored in Phase 1.

Two of the Phase 1 sites remain to be visited.

WRA has completed all site visits for the Phase 1 assets and will submit a list of questions, based upon their findings. Design of the system is in progress.

Answers to the questions submitted by the consultant were provided. We anticipate receiving the 70% design documents the week of June 13, 2011.

The 70% design documents have been received and they are currently under review.

A work session is scheduled for August 25, 2011 for ACSA staff and the consultant to review the 70% design documents.

Comments generated during the work session on the 70% design documents have been provided to the consultant and they are working on the next phase of the design.

10/12/11: We anticipate receiving the draft pre-qualification package for the general contractors who will be responsible for the control system integration. We expect to receive the 100% design documents in the first week of November.

11/9/11: The draft pre-qualification package for general contractors has been received and is under review. A meeting has been scheduled for November 18, 2011 with ACSA staff and our consultant to review the comments on the pre-qualification package.

12/7/11: The final bidder pre-qualification package for general contractors has been completed. ACSA staff has developed a pre-qualification process (based upon RWSA's for the dam project) for adoption by the Board to modify our Purchasing Manual. This project will be discussed as an Agenda item.

**1/11/12: ACSA staff has scheduled a meeting on January 17, 2012 with the consultant to review the pre-qualification process and set the schedule to advertise for pre-qualification applications. The consultant will provide us with a summary letter outlining the remaining work and coordination required to complete the 100% design documents.**

- z) Large Meter/Random Test Program (Account Code 378-000):** The Maintenance Department has prepared all large meter installations for the testing program, except for six that will be down-sized or upgraded. The test program is scheduled to begin July 1, 2011.

Work began on the project June 21, 2011. Approximately 25% of the large meters have been tested with the majority falling within AWWA standards. A few of the older meters have been replaced and a few have been repaired/cleaned and retested.

Approximately 59% of the large water meters have been tested with reports provided to ACSA staff.

Approximately 95% of the large water meters have been tested. The list of random small meters to be tested has been created and they are being divided into batches of 300 meters. Notices have been mailed to the

customers for the first batch testing, which should begin the week of September 12, 2011.

10/12/11: The seven large meters that remain to be tested require replacement of isolation valves by the Maintenance Department before they can be finished. Approximately 30% of the random small meters have been tested.

11/9/11: Three large meters remain to be tested as soon as the valve issues with them have been corrected. Approximately 60% of the random small meters have been tested.

12/7/11: Approximately 98% of the random small meters have been tested. Two large meters have issues within the vaults that must be addressed before they can be tested. One other large meter remains to be tested.

**1/11/12: Testing of all the random sampling of small meters has been completed and the report data is being compiled and analyzed. Two large meters still remain to be tested.**

PCG/dmg

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**Albemarle County Service Authority (ACSA)**  
**Active Private Development Projects**  
**January 2012**

- a. Albemarle Place Offsite Sanitary Sewer (Jack Jouett): Sanitary sewer extension to serve the Stonefield development (formerly Albemarle Place). Stonefield is located at the intersection of U.S. Route 29 and Hydraulic Road.
- b. Ashcroft Phase 2 Sections 6 & 7 (Rivanna): Water main extension to serve 14 residences. The project is located at the upper end of Summit Ridge Trail.
- c. Belvedere Town Center (Rio): Water and sewer main extensions to serve 27 apartment and town house units, plus 25,000 square feet of non-residential space near the intersection of Free State Road and Belvedere Boulevard.
- d. Briarwood Phases 1A-1,1B-1,4 & 8 (Rio): Water and sewer main extensions to serve 165 residential units. The RWSA has only issued a flow acceptance for 80 residential units until the North Fork Regional Pump Station and Camelot Pump Station have been placed in service. The project is located in between the existing Briarwood and Camelot subdivisions, across from the entrance to the National Ground Intelligence Center.
- e. Hyland Ridge Offsite Sewer (Rivanna): A sewer main extension to serve 97 single family detached homes on Pantops Mountain, adjacent to Ashcroft Subdivision.
- f. Hyland Ridge On-site Water & Sewer (Rivanna): Phase 1 of the subdivision featuring a water main connection from Fontana Subdivision to serve 21 lots (of 97).
- g. Kia Auto Dealership (Rivanna): Sewer main extension to serve an addition to the existing Kia Auto Dealership on Pantops.
- h. Moore's Creek Water and Sewer Extension Phase 2 (Samuel Miller): Water and sewer main extensions to serve the existing J.W. Sieg facility, as well as other nearby property within the Jurisdictional Area. These properties are located at the southwest corner of the intersection of I-64 and Rt. 29 South.
- i. Old Trail Village Block 2 (White Hall): Water extension to serve the Lodge at Old Trail, an assisted living facility and nursing care facility in the Village Center.
- j. Old Trail Village Block 23 (White Hall): Water and sewer main extensions to serve 13 townhouse units in the Village Center.

- k. Pavilions at Pantops Phases 1&2 (Rivanna): Water and sewer extensions to serve 265 townhouse units north of Rt. 250 East and west of Westminster Canterbury in the Pantops area.
- l. Reserve at Belvedere (Rio): Water and sewer main extensions to serve 294 multi-family residential units off Belvedere Boulevard.
- m. Rivanna Plaza (Rio): Water and sewer main extensions to serve three commercial buildings containing office space and a daycare center on Route 29 North in front of Keglers.
- n. **Stonefield Town Center Phase 1 (Jack Jouett)**: Water and sewer main extensions to serve 10 non-residential buildings, including retail and restaurant spaces, plus a 6-story hotel at the intersection of Hydraulic Road and U.S. Route 29.
- o. **Stonefield Town Center Building C1-IV (Jack Jouett)**: Water and sewer main extensions to serve a 3,000 seat movie theater at the intersection of Hydraulic Road and U.S. Route 29.
- p. Whitehouse Commercial (Rivanna): New water mains and a relocated existing sanitary sewer to serve three two-story office buildings at the intersection of Rolkin Road and Olympia Drive.
- q. Wickham Pond Phase 2, Block 1 (White Hall): Water and sewer main extensions to serve 56 single family units south of Route 240 and west of the existing Wickham Pond Subdivision.
- r. **Willow Glen Phase 1 (Rio)**: Water and sewer main extensions to serve 36 single family units north of Towncenter Boulevard and east of Dickerson Road.

PCG/dmg/anw

