

Bristol Town Administrator

From: Steven L. Palmer <spalmer@gmeinc.biz>
Sent: Monday, October 4, 2021 11:20 AM
To: Bristol Town Administrator; Nickerson, William; Monks, Padraic
Subject: Bristol Pine Street - DRAFT STEP 2 Amendment
Attachments: 29-021.19 Bristol Pine Street Amendment No. 1.pdf

Good morning. There have been some personnel changes so let me begin this email by introducing the current project and project team to those of you that are new. The project in a nutshell consists of design and replacement of approximately 2,300 feet of 116 year-old waterline on Pine Street in Bristol. The Town recently completed a PER for the entire water distribution system which has now been approved by the State. The Town also applied for and made the State's Priority List for \$940,000 worth of funding through DWSRF for the Pine Street Waterline Replacement project earlier this year.

Celia Riechel who was involved with this project has now left the State. It is my understanding that Padraic Monks is the new Finance and Loan Programs Manager for the DWSRF program. I'm also under the understanding that the State attempting to hire additional personnel to assist Padraic with his new tasks. Padraic please keep us informed if there are changes in assigned personnel on your end. Willy Nickerson is the DEC Division Engineer who was assigned the Bristol Project. Valarie Capels is the Bristol Town Administrator. The Town of Bristol has selected Green Mountain Engineering (GME) as their design/permit/construction engineer for this project. I am the GME Project Manager assigned to this project.

Prior to Celia's departure, she assigned funding deadlines for this project. These deadlines need to be met in order to ensure that the Town continues to be eligible for the current funding opportunities. I have imbedded Celia's July 22nd email below for the Bristol project. Padraic, Valarie is going to need an overview of the current DWSRF loan terms and loan forgiveness opportunities available to the Town of Bristol so she can summarize and provide to her Selectboard. GME will be assisting Valarie in preparing the necessary loan documents.

GME needs to get the design portion of the project underway to achieve the schedule. To be paid for this work, we will need a signed STEP 2 Amendment to the original STEP 1 Engineering Agreement. I have drafted the DRAFT STEP 2 Engineering Amendment for the Final Design phase of the Bristol Waterline Project (attached). This Amendment is in the standard EJDCD format required by the State. A detailed scope of work is also included with the DRAFT Amendment. Both the Town and the State need to review and approve the draft language in the Amendment prior to the Town executing the Amendment. I kept the Amendment very concise and straightforward for everyone's sanity.

The current construction cost estimate (from the PER) for the Pine Street Waterline Replacement project in 2021 dollars is \$619,157.00. In short, using the State's Standard Engineering Fee Curve, the DWSRF program will consider up to \$44,700 of expenses to be eligible for the STEP 2 (Final Design) funding through the DWSRF Program. Because this is a fairly linear project, we believe the level of effort for GME to complete the STEP 2 work will be considerably less than the amount determined by the State's standard engineering fee curve. We have estimated a not to exceed amount of \$33,256.00 for the STEP 2 engineering work which is included within the DRAFT STEP 2 Amendment.

Lastly, Valarie we are clearly on a tight timeline for the design phase. I would advise from this point forward keeping a standing item on the monthly Selectboard agenda for the "Bristol Pine Street Waterline Replacement Project". We can work collectively on what items you feel are relevant to present to them each month as we move forward. Some meetings could be as simple as a monthly update on progress. This will be a very large capital expense for the Town clearly.

I have imbedded Celia's July 22nd email below for everyone's reference.

Please let me know if you have any questions? I look forward to working with each of you on a successful project!

Thank you

Steve

Green Mountain Engineering

Steven L. Palmer, P.E.
1438 South Brownell Road
PO Box 159
Williston, Vermont 05495
(802) 862-5590

From: "Riechel, Celia" <Celia.Riechel@vermont.gov>

Date: July 22, 2021 at 11:55:35 AM EDT

To: "Capels, Valerie" <townadmin@bristolvt.org>

Cc: Alan Huizenga <ahuizenga@gmeinc.biz>

Subject: **DWSRF Funds Availability, Bristol**

Dear Valerie Capels,

The Drinking Water State Revolving Fund (DWSRF) Program is pleased to notify the Town of Bristol that the improvement project in the amount of \$940,000 is ranked within the fundable range on the FFY2021 DWSRF Project Priority List. Funding is now available for your project described as:

Pine St. waterline replacement

Readiness to Proceed milestones: Your project must meet the following readiness-to-proceed milestones in order to remain fundable. Projects that fail to meet these deadlines will be bypassed, forfeiting funding for this year.

- Submit an environmental information document (report) with 90% design by December 1, 2021.
- Bond vote scheduled & copy of warning submitted by January 30, 2022
- Voter authorization to incur debt by May 1, 2022.
- Submit a [Step III funding application](#) by June 30, 2022. Funding applications must now be submitted through [ANR Online](#).

Securing Additional Subsidy: All Additional and Additional Disadvantaged Subsidy is awarded on a first-come, first-served basis. To secure either form of Additional Subsidy, Applicants must submit a complete funding application (see IUP for what constitutes a complete application at each step) and an approved Engineering Services Agreement. Additional Subsidy is not guaranteed until it is obligated by the DWSRF Program following loan approval by the Department of Environmental Conservation and issuance of an Authorized Letter of Finance.

Capacity Evaluation. A technical, financial, and managerial Capacity Evaluation is required of water systems to receive DWSRF assistance. Systems that have not had an evaluation within the past five years, or for which significant change has occurred, will be required to undergo an evaluation as part of their loan application review.

Questions/Contact:

Please contact me if you have any questions or if the system is no longer interested in DWSRF funding at 802-585-4904 or celia.riechel@vermont.gov.

Regards,

Celia

VT SRF application submission is now online! Visit <https://anronline.vermont.gov> to get started.



Celia Riechel | State Revolving Fund Project Developer (she/her)

Vermont Agency of Natural Resources | Department of Environmental Conservation

Water Investment Division

1 National Life Dr, Davis 3 | Montpelier, VT 05620

802-585-4904

<https://dec.vermont.gov/water-investment>