



## Transmittal Letter

DATE: 7/1/2021 PROJECT NO. 3516.029

COMPANY NAME: City of Manitowoc  
 ATTENTION: Greg Minikel  
 ADDRESS: 900 Quay Street  
 CITY/STATE/ZIP: Manitowoc, WI 54220  
 RE: South 19th Street Pumping Station Study Task Order

**WE ARE SENDING YOU:**

- |   |                                   |  |   |
|---|-----------------------------------|--|---|
| <input type="checkbox"/> Change Order                       | <input type="checkbox"/> Drawings | <input type="checkbox"/> Samples       | <input type="checkbox"/> Specifications       |
| <input type="checkbox"/> Copy of Letter                     | <input type="checkbox"/> Enclosed | <input type="checkbox"/> Shop Drawings | <input type="checkbox"/> Under Separate Cover |
| <input checked="" type="checkbox"/> Other <u>Task Order</u> |                                   |  |   |

Copies	Date	No.	Description
2	6/30/2021	21-03	South 19th Street Pumping Station Study

**ITEMS TRANSMITTED AS SHOWN:**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> For approval           | <input type="checkbox"/> Approved as submitted      | <input type="checkbox"/> Resubmit ____ copies for approval   |
| <input type="checkbox"/> For your use           | <input type="checkbox"/> Approved as noted          | <input type="checkbox"/> Submit ____ copies for distribution |
| <input type="checkbox"/> As requested           | <input type="checkbox"/> Approved as noted-Resubmit | <input type="checkbox"/> Additional Information Required     |
| <input type="checkbox"/> For review and comment | <input type="checkbox"/> Not Approved               | <input checked="" type="checkbox"/> For signature            |
| <input type="checkbox"/> Other                  |   |  |

**REMARKS:**

Greg,

Please see attached for two copies of Task Order 21-03 for your signature. Thanks!

Signed   
 Andy Constant, P.E.

Copy to: File



Task Order No. 21-03  
City of Manitowoc, Wisconsin (CITY)  
and Strand Associates, Inc.® (ENGINEER)  
Pursuant to Technical Services Agreement dated April 11, 2013

### **Project Information**

Services Name: South 19th Street Pumping Station Study

**Whereas**, CITY owns and operates a sewage pumping station on South 19th Street that needs to be studied for improvement alternatives, and

**Whereas**, CITY desires engineering assistance to prepare conceptual layouts for potential future improvements for the pumping station, and

**Whereas**, ENGINEER is knowledgeable in said engineering services and is available and offers to provide personnel and facilities necessary to accomplish the services within the required time limits of CITY.

### **Scope of Services**

ENGINEER will provide the following services to CITY:

1. Review existing drawings and reports provided by CITY to obtain background information for the study area, which includes the sanitary sewer service area of the South 19th Street pumping station.
2. Conduct a site visit to assess the condition of the existing pumping station and take measurements for consideration of improvement alternatives.
3. Estimate the tributary area to the pumping station by using CITY's sanitary sewer system mapping. Estimate existing average and peak flow rates to the pumping station using tributary acreage, existing land use, and typical wastewater generation rates. Compare the results of these calculations to the flow rates from previous CITY reports. Review the results of the calculations with CITY prior to proceeding with further analysis.
4. Review with CITY the potential future sewer service areas (growth areas) and anticipated future land use for the pumping station. Calculate the anticipated future capacity of the pumping station based upon the agreed upon future service areas and land use, and the estimated existing flow rates.
5. Prepare and evaluate two alternatives for pumping station improvements including rehabilitating the pumping station and constructing a new pumping station.
6. Prepare an opinion of probable construction cost (OPCC) for pumping station rehabilitation and replacement.
7. Meet with CITY to discuss estimated flows, improvement alternatives, conceptual layouts, and OPCC.

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- 8. Prepare a brief report with conceptual drawings to summarize the results of the study. The report will include the following items:
  - a. A review and summary of prior studies and reports related to the existing pumping station.
  - b. A summary of the existing pumping station including age, capacity, limitations, and ongoing maintenance identified by CITY.
  - c. A summary of the characteristics of the existing and future service areas for the pumping station.
  - d. Discuss the estimated existing and future wastewater flow rates to the pumping station.
  - e. A description of the alternatives evaluated for rehabilitation or replacement of the pumping station facility, including a summary of OPCCs for each alternative.
  - f. Documentation of the existing and potential future pumping station including existing easement and property ownership, ability to serve future development, and design criteria for new pumping station facilities.
- 9. Meet with CITY to discuss draft report. Incorporate CITY's comments, as appropriate, into final report.

**Compensation**

CITY shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses an estimated fee of \$20,600.

**Schedule**

Services will begin upon execution of this Task Order, which is anticipated the week of July 19, 2021. Services are scheduled for completion on December 31, 2021.

**TASK ORDER AUTHORIZATION AND ACCEPTANCE:**

**STRAND ASSOCIATES, INC.®**

**CITY OF MANITOWOC**

By: Joseph M. Bunker  
Joseph M. Bunker  
Corporate Secretary

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: 6/30/2021

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_