



# Meeting Notes

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**Prepared for:** Guam Waterworks Authority (GWA)  
**Project Title:** Outfall Diffuser Installation for Upgrade of the NDWWTP to Secondary Treatment  
**Project No.:** 150343; GWA Project No. S18-002-OEA, IFB-01-ENG-2018

**Purpose of Meeting:** Pre-Bid Meeting **Date:** January 26, 2018  
**Meeting Location:** GPWA Procurement Conference Room **Time:** 10:00 a.m.  
**Minutes Prepared by:** Brown and Caldwell

**Attendees:** (See attached Pre-Bid Meeting Sign-in-sheet.)

cc: N/A

## Notes

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- Meeting was initiated at 10am, by Gloria Bensen (GWA) and included introduction of GWA staff
- Cheryl Dilks, Assistant Program Manager from Brown and Caldwell (BC), presented the project on PowerPoint
- Background Information discussed
  - This is a federally funded project through the Office of Economic Adjustment in cooperation with the Department of Defense
  - **Current bid opening date is 2/16/18 at 3:00p.m. ChST**
  - Engineer's Estimate of Outfall Diffuser Installation is within the range of \$2.5M – \$3.5M
  - To respond to questions in time for bid opening **all questions must be sent prior to COB, February 2, 2018**
  - The Schedule for construction attempts to capture the best time of year to be on the ocean, which is April, May and June
- Details on bypass flow arrangement
  - Bypass of plant effluent into the 1975 outfall will be allowed for a period of two consecutive weeks by Guam EPA. Contractor should plan and schedule the installation using the bypass only when necessary.
  - Notices should be placed on Tanguisson Beach during bypassing to the old 1975 outfall. The signage should caution: "No Swimming in Area, Potential Beach Contamination," in accordance with the specifications.
  - Access to GWA's easement located within private property along the beach is necessary. This is to obtain access to existing piping vaults that can be used for temporary bypassing of plant effluent during installation of the diffuser.

- Contractor is to coordinate access to the piping vaults with Dave Fletcher and/or Danny Aguon of GWA
- Contractor is to coordinate any temporary NDWWTP shut down with Dave Fletcher and/or Danny Aguon for work on the diffuser and initiating the bypass to the old 1975 outfall
  - There is only a four to six-hour window to shut down the plant, usually occurring from 1:00 to 5:00a.m.
  - Contractor should be aware that the NDWWTP will need a two- to three-week advance notice of a plant shutdown so that flows can be temporarily stored in the available clarifiers. Contractors must coordinate with Danny Aguon and Dave Fletcher.
- Staging
  - Q: Can staging occur on private property?
  - R: Highly unlikely
    - Staging might be better suited at the NDWWTP
    - Field office at the NDWWTP is allowable
    - **GWA will coordinate access to easement within private property during construction, will retain access keys to gate locks, and will be in contact with property owner.**
- Miscellaneous Information
  - Existing 1975 outfall
    - There is no planned repair on old outfall
  - New 2008 outfall
    - The outfall end flange is made of HDPE pipe with a stainless steel clamping sleeve. The clamping sleeve is made of incorrect material and must be removed and replaced with the correct sea-worthy material for the marine environment.
    - Current clamp material is either 316 or 304 stainless steel
  - Maps were distributed to those present for directions to the NDWWTP for a site visit of the existing diffuser piping and valves
  - Contractors may be able to view the vault boxes at Tanguisson Beach site pending contact with the property owner for access through the gate. This may be scheduled later.
    - BC to coordinate with private property owner for site visit during week of February 5th.
- Meeting was adjourned for the site visit to NDWWTP

**Action Required**

The following are a list of actions required as a result of the meeting discussion:

Action Item	Assigned Person(s)	Due Date
Coordinate with private property owner on contractors' site visit access to vault boxes.	Brown and Caldwell	ASAP



**GUAM WATERWORKS AUTHORITY**

IFB-01-ENG-2018

**Outfall Diffuser Installation for Upgrade of the Northern District Wastewater Treatment Plant (NDWWTP) to Secondary Treatment**  
**GWA Project No. S28-002-OEA**

**Pre-Bid Conference**

January 26, 2018 – 10:00 a.m. – GPWA Procurement Conference Room

PARTICIPANTS:			
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