

Minutes of the 758<sup>th</sup> Meeting  
**"Celebrating Over 50 Years of Continuous Environmental Excellence."**  
City of Alexandria, Virginia, Sanitation Authority  
6:00 p.m., Tuesday, February 16, 2010

On Tuesday, February 16, 2010 at 6:00 p.m., the regular meeting of the Authority was held in the offices of the Authority with the following present:

Members: Mr. Edward Semonian, Chair  
Mr. Thomas Van Wagner, Vice Chair  
Ms. Elise Fulstone, Secretary-Treasurer  
Mr. Jim Larrison, Member  
Mr. David Nichols, Member

Staff: Ms. Karen Pallansch, Engineer-Director  
Ms. Maureen O'Shaughnessy, Director of Clean Rivers  
Mr. Jeff DuVal, Asset Coordinator  
Ms. Patricia Wheeler, Secretary to the Board

Fairfax County Representative: Mr. Shahram Mohsenin

City Representative: Mr. Maurice Daly, P.E., Division Chief/Engineering, T&ES

Counsel: Mr. Jonathan Rak, McGuire Woods

Public Financial Management: Ms. Sarah Greear  
(PFM) Mr. Dan Schroeder

Call & Minutes

The Chairman called the meeting to order at 6:11 p.m. and asked for any additions or corrections to the minutes for the meeting held Tuesday, January 19, 2010. Due to the extreme winter weather, the February board package was not mailed out. In order to give the Board Members more time to review these minutes Mr. Van Wagner moved that the minutes be tabled until the next Board Meeting scheduled March 16, 2010. Mr. Nichols seconded and the vote was unanimous in favor.

Reports

January Activities Report: Mr. Semonian moved that the January Activities Report be tabled until the March Board Meeting to give the Board Members more time to review. Mr. Van Wagner seconded and the vote was unanimous in favor.

Ms. Pallansch reported that the Activities Report now includes copies of every discharge reporting form that is mailed to the Virginia Department of Environmental Quality (DEQ) representing the various permits.

Mr. Larrison asked for further explanation of the anticipated completion date of 1/10 on the Energy Services Contract (ESCO) listed in the Project Listing of the Monthly Report. Ms. Pallansch reported that due to unforeseen issues with construction, the completion date has slipped.

Ms. Fulstone asked for further explanation as to why we show 0.00% yield on a \$7,000,000 checking amount on the IR&R Fund at Wachovia Bank as listed on the "Statement of Cash on Deposit", 31-Jan-10 on page 28 of the Monthly Report under the IR&R Fund. Ms. Pallansch reported that this is currently being reviewed by the Acting Controller. Ms. Wendy Batkin, the Director of Strategic Resource Allocation is no longer with the Authority. Ms. Pallansch will work to get answers to this within the next few meetings.

#### Old Business

None

#### New Business

Presentation of ASA Debt and Financing Information: Previously, the ASA Board of Directors authorized the hiring of a financial advisor, Public Financial Management (PFM), to assist ASA as it continues to look at its short and long term financing options and rate issues. Mr. Schroeder of PFM gave a presentation to the Board concerning the current situation regarding ASA's debt status and the potential for securing additional debt financing for ASA's upcoming mandatory capital program related to nutrient removal. This study entailed reviewing ASA's existing debt through the Virginia Revolving Loan Fund (VRLF) and the VRA Pooled Financing Program with an explanation of which is the most cost effective financing tool. Mr. Schroeder recommended that: the Authority develop a written Plan of Finance that includes financial and investment policies, including the work to achieve a credit rating; and that the Authority continue to use the VRLF borrowing program. Mr. Semonian thanked Mr. Schroeder for the informative presentation.

Review and Approval of the 2010 Chemical Renewal Contracts: Ms. Pallansch reported that the Authority needed to renew its chemical contracts. This year, Fairfax Water's Invitation for Bid #09-24 was the most cost effective contract for chemicals. Through the Virginia Public Procurement Act rules, the Authority can 'ride' this contract, which will allow it to realize potential cost savings over last year's chemical costs. The contract terms shall be for five years, renewable after each year if advantageous to the Authority. This will be the first year of the contract.

Mr. Larrison asked if Fairfax Water terminates its chemical contract, will that terminate ASA's chemical contract. Ms. Pallansch replied that it would have no effect on the contract.

Staff recommends that the Board approve the recommendations for ASA to accept the Fairfax Water's contract for chemical purchase renewal based on the rates quoted. Ms. Fulstone moved to approve the recommendations for chemical purchase renewals. Mr. Van Wagner seconded and the vote was unanimous in favor.

Review and Approval of Visitors Information Center Construction Contractor: Ms. Pallansch reported that as part of the Authority's approved Communications Strategic Plan and budget, the Authority will design and construct an informational center in its existing lobby to be used to inform visitors and the public on our mission critical activities related to wastewater treatment and protecting the water environment within the City. This work will mimic work done by other public entities in the region, most notably Loudoun Water. This work will have both static and interactive elements. Key to this work is its ability to be relocated should the administration building need to be reconstructed at another location at a later date. The work will explain ASA's core function and allow our customers and visitors to understand our work and the costs associated with Potomac River and Chesapeake Bay protection.

This project was budgeted and approved in the current year capital project funding. The Public Notice of Request for Proposals for these services was posted as required by the VA Public Procurement Act. Specifications were mailed to three (3) prospective bidders, with two (2) firms responding to the offer.

Staff recommends that a contract to install the educational and informational design elements in the ASA lobby be awarded to Explus Inc., Dulles, VA for a cost not to exceed \$207,000.

Mr. Larrison asked what drives the cost and Ms. Pallansch responded that this will include all elements of construction, electrical costs and fabrication of interactive displays. This design will also be movable if the building changes and well as interchangeable as the process changes. She Mr. Nichols asked if this price included all the content development also. Ms. Pallansch responded that this is part of the work.

Ms. Fulstone moved that a contract to install the educational and informational design elements in the ASA lobby be awarded to Explus Inc., Dulles, VA for a cost not to exceed \$207,000. This was seconded by Mr. Nichols. The Motion carried by a vote of 4 -1 with the members voting as listed:

Mr. Edward Semonian	Aye
Mr. Thomas Van Wagner	Aye
Ms. Elise Fulstone	Aye
Mr. David Nichols	Aye
Mr. Jim Larrison	Nay

Review of CH2MHill Services During Construction Task Order #13: Ms. Pallansch reported that ASA's Board of Directors approved the procurement of design services for the facility's state of the art nutrient design effort at their July 2005 Board meeting. A Master Service Agreement was executed with CH2MHill (Hill) for the purposes of "professional engineering services associated with the design, construction, start up, staff training, operations and maintenance manual preparation and other related services as may be required to facilitate the Owner's 54 MGD AWT plant achieving state required Limit of Technology (LOT) reductions in total nitrogen and total phosphorus". This work is executed through the approved task orders as agreed to by Hill and ASA. Execution of a task order constitutes authorization for Hill to proceed with the work items delineated in the task order at the cost and pricing data listed in the task order, as per the overall contract.

Because of the constraints of the site and ASA funding, the project is being designed and bid in phases to help with overall program effectiveness. ASA has already executed budgeted task orders under this contract for design services for packages A, B, C1 and amended at no cost to now execute design of D (with C2 being placed on hold to work out interjurisdictional needs). The practice in the industry is to engage the designer during the length of the construction to provide input in the bidding phase and needed reviews and design reviews and guidance as the construction progresses. The current approved ASA CIP budget includes costs for this task order. This work supplements the Construction Management Task Order issued with Jacobs by providing bid document preparation and assistance; and, services during construction to include document review and design clarifications, review of equipment and shop drawings.

Staff recommends the Board authorize the Engineer-Director to execute Task Order #13 to CH2MHill in accordance with the existing Professional Services Contract to provide for design

services during construction of Packages A, B, and C1 to include bid services and design services during construction, for an amount not to exceed \$1,250,000. Mr. Van Wagner moved that the Board authorize the Engineer-Director to execute Task Order #13 to CH2MHill in accordance with the existing Professional Services Contract to provide for design services during construction of Packages A, B, and C1 to include bid services and design services during construction, for an amount not to exceed \$1,250,000. Mr. Larrison seconded and the vote was unanimous in favor.

Update on the F. Ellen Pickering Environmental Award: Ms. Pallansch reported that after the initial award was presented at the 2009 Earth Day Celebration, a number of suggestions were made by ASA Board members and the EPC to improve the overall award process and applicant pool. Ms. Pallansch handed out the proposed schedule and submission scoring system and asked the Board to review and e-mail any comments back to her.

Main Entrance Detour: Mr. Nichols asked why the main entrance was closed and traffic was being routed over the bridge entrance. Ms. Pallansch informed him that a wire had come down during the storm and ASA was waiting for its repair.

#### Adjournment

There being no further business Mr. Nichols moved to adjourn the meeting at 7:35 p.m. Mr. Van Wagner seconded the motion and the vote was unanimous in favor.

The next regular meeting date is March 16<sup>th</sup> at 6:00 p.m.

APPROVED:

  
Secretary-Treasurer