

# NOTICE OF REGULAR MEETING OF SPRING CANYON WATER AND SANITATION DISTRICT

This meeting is being held via telephone and video conference and may be joined the following ways:

**Join Via Web Browser:**

<https://bit.ly/2024RegularMeeting>

**Or call in (audio only)**

[+1 323-694-0227,,981014694#](tel:+13236940227981014694)

Phone Conference ID: 981 014 694#

NOTICE IS HEREBY GIVEN that a Regular Meeting of the Board of Directors of the Spring Canyon Water and Sanitation District, Larimer County, Colorado, has been scheduled for Wednesday, November 20, 2024 at 6:00 p.m. via teleconference.

**Board of Directors**

Tim Schmitt, President/Chairman

Richard Emery, Vice President/Vice Chairman

Tim Mather, Director

James Gerard, Treasurer

Chris Goemans, Director

Term Expires: May 2027

Term Expires: May 2025

Term Expires: May 2025

Term Expires: May 2027

Term Expires: May 2027

## **AGENDA**

**A. ADMINISTRATIVE MATTERS**

- A. Call to Order
- B. Declaration of Quorum/Director Qualifications/Conflicts of Interest
- C. Approval of Agenda
- D. Approval of Minutes from October 23, 2024
- E. Public Comments, limited to three minutes per person.

**B. OPERATIONS AND MAINTENANCE MATTERS**

- A. Engineer's Report
  - CIP Bid Tab Review
  - Approval of CivilWorx Task Order 2024-05
- B. Operations Report

**C. FINANCIAL MATTERS**

- A. Second Draft FY 2025 Budget Presentation
- B. Review and Approval of MuniLink Letter of Engagement
- C. Consideration of September 2024 Disbursements

**D. MANAGEMENT MATTERS**

- A. Manager's Report

**E. OTHER BUSINESS**

**F. EXECUTIVE SESSION**

- D. Pursuant to §24-6-402(4)(f) C.R.S, for discussion of personnel matters
- \*The next regular meeting is scheduled for December 04, 2024 at 6:00 p.m.

By/s/ David Cobb, District Administrator

MINUTES OF THE REGULAR MEETING OF  
SPRING CANYON WATER AND SANITATION DISTRICT  
HELD  
October 23, 2024

The Regular Meeting of the Board of Directors of Spring Canyon Water and Sanitation District was held via teleconference on Wednesday, October 23,, 2024, at 6:00 p.m.

**ATTENDANCE**

Directors in Attendance

Tim Schmitt, President  
Chris Goemans, Director  
Tim Mather, Director  
Rick Emery, Vice President  
JJ Gerard, Treasurer

Also, In Attendance

Chris Olson, Tayler Pelletier, David Cobb, Anthony Cruz, SCWSD  
Others: Darla Howard, Secretary, Justin Beckner, Scott Nesbitt, CivilWorx

**ADMINISTRATIVE  
MATTERS**

**Call to Order** -The Regular Meeting of the Board of Directors of Spring Canyon Water & Sanitation District was called to order by Chairman Schmitt 6:05 p.m. He noted that a quorum was present. All Directors also confirmed their qualifications to serve on the Board, and that prior to the meeting they had been notified of the meeting.

**Agenda** – Manager Olson proposed amending the agenda to move Operations Matters to follow Administrative Matters. Upon motion duly made by Director Gerard, seconded by Director Mather, it was unanimously

**RESOLVED** to approve the October 23, 2024 agenda as amended..

**Approval of Minutes** - Upon motion duly made by Director Gerard, seconded by Director Goemans, it was unanimously

**RESOLVED** to approve the Minutes of the September 25, 2024 Regular Meeting.

**Public Comments** – There were no public comments.

**OPERATIONS  
AND  
MAINTENANCE  
MATTERS**

**Operations Report** - Mr. Pelletier presented the Operations Report.

**Engineer's Report – Sewer Over Inlet Canal** - Mr. Beckner advised the Directors that lift station permitting requires that an overflow storage tank be installed. It is likely that a few trees will need to be removed to meet the spatial requirements of the site. They are working with a geotechnical

engineer to finalize boring locations, Blue Mountain Environmental has completed their wetlands delineation of the project. The plan is to modify the force main alignment to avoid a small wetland area.

*Shoreline Sanitary Replacements and CIPP Lining* – CivilWorx is meeting with Gerrard Excavating in the next few weeks for a field inspection of the project and anticipates a fall/winter start date for the Project.

*Sandstone Tanks* - The Directors reviewed Mr. Beckner's update of the Project. The project is still on track for a spring 2025 start date.

*Valving, Air-Relief, and Lift Station Bypass* – The project is slated for spring 2025 construction.

## FINANCIAL MATTERS

***Fiscal Year 2025 Draft Budget*** –The Fiscal Year 2025 Draft Budget was presented to the full board on October 15, 2024 as required by state statute. Manager Olson presented the first draft budget for perusal, comments, and questions. Considerations to be discussed at the November 20, 2024 meeting will be:

- Capital Improvements Plan
- CIP Surcharge- Tap vs Equivalents
- Water Base Rates and Tiers
- Sewer Base Rates
- Tap Fees
- Schedule of Fees, Rates, Charges, and Miscellaneous Policies.

Manager Olson recommended tabling Reserve Fund Policy discussion until after budget/rate hearing decisions have been made.

***Fiscal Focus Partners 2024 Audit Engagement*** – Mr. Olson provided the Directors with an engagement letter from Fiscal Focus Partners for FY 2024 audit. After discussion, upon motion duly made by Director Gerard, seconded by Director Goemans, it was unanimously

**RESOLVED** to approve engagement of Fiscal Focus Partners to perform the Fiscal Year 2024 audit.

***Disbursements*** – The Directors reviewed the September 2024 Disbursements. Mr. Cobb will change the description for check number 4317 Xtreme Plumbing. Upon motion duly made by Director Gerard seconded by Director Goemans, it was unanimously

**RESOLVED** to ratify September 2024 Disbursements identified by check number 4304 - 4340 in the amount of \$108,931.96.

**NEXT MEETING**

The next Regular Board Meeting is scheduled for Wednesday, November 20, 2024.

**ADJOURNMENT**

Upon motion duly made by Director Gerard, seconded by Director Goemans, it was unanimously

**RESOLVED** to adjourn the meeting at 9:18 p.m.

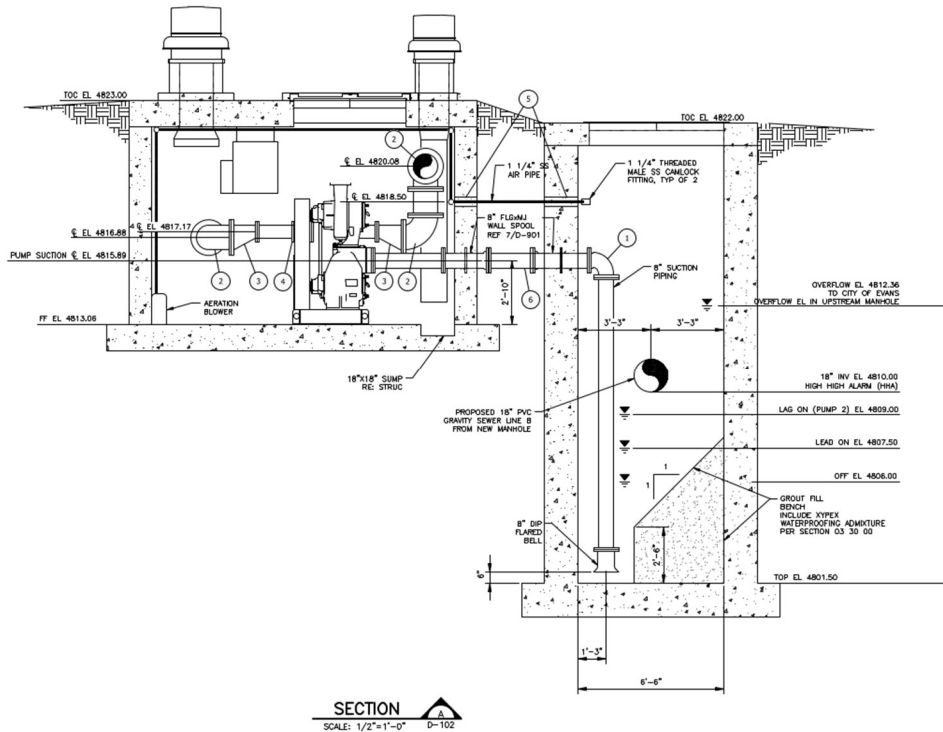
Respectfully submitted,

Darla Howard, Secretary

## Engineer’s Report – November 14th, 2024

### Sewer Over Inlet Canal

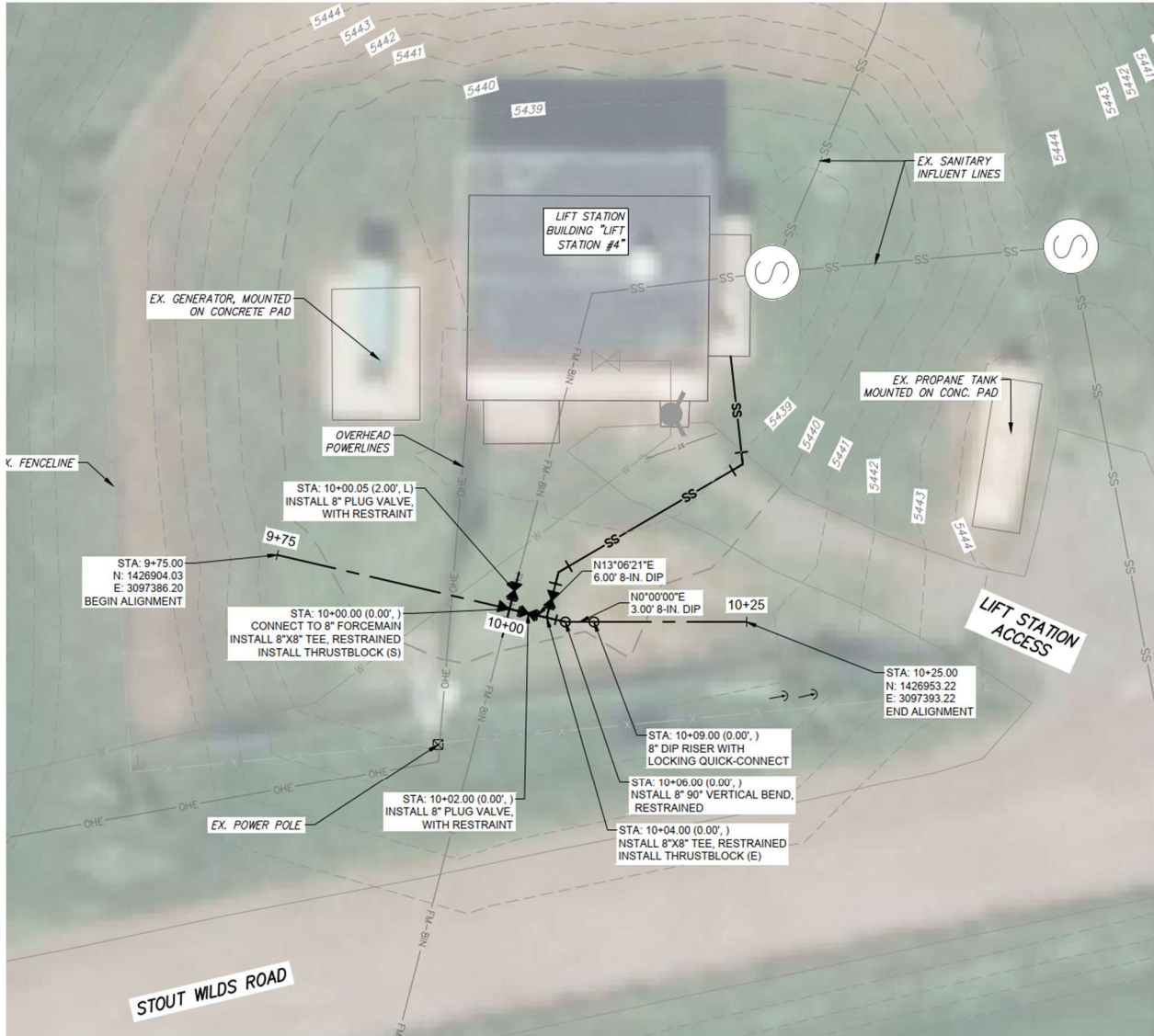
In the past month, we made key modifications to the layout of the proposed lift station, aiming to reduce its footprint. Our design discussions with the lift station designer have been focused on minimizing the required space and potentially avoiding the need for a costly and large sanitary overflow vault. Once we complete an analysis of the cost implications associated with these design changes, we will be able to decide on the lift station and proceed with the design finalization and application review process. The alternative option for the lift station would be to utilize a Gormann Rupp pump station instead of submersible units, however we are waiting on costs from that vendor.



Gormann Rupp Self Priming pump (alternative concept).

### Lift Stations 1 and 4 Emergency Bypass Design

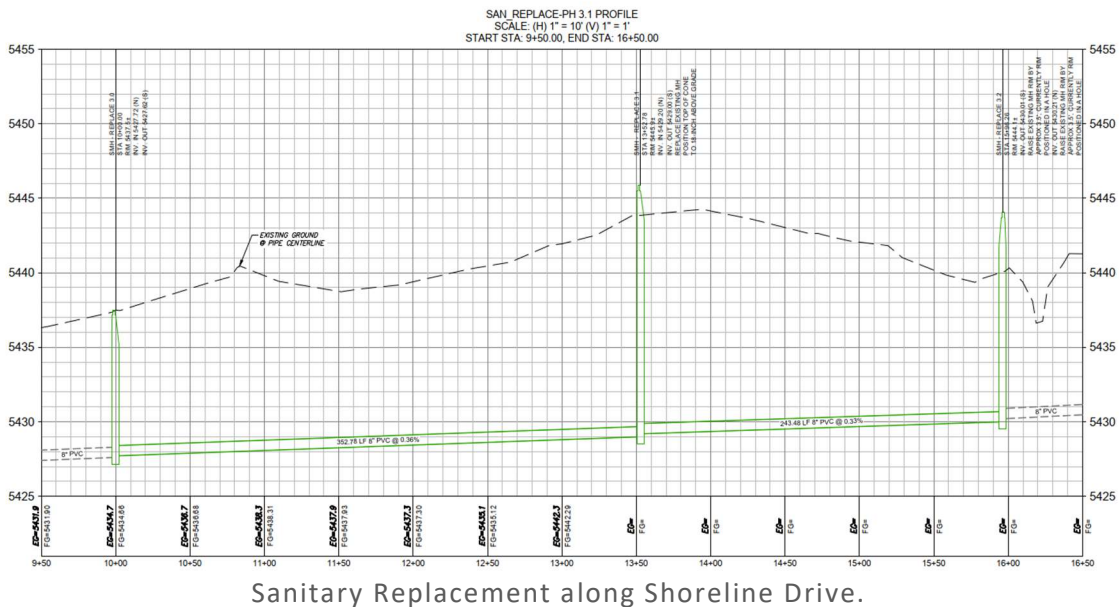
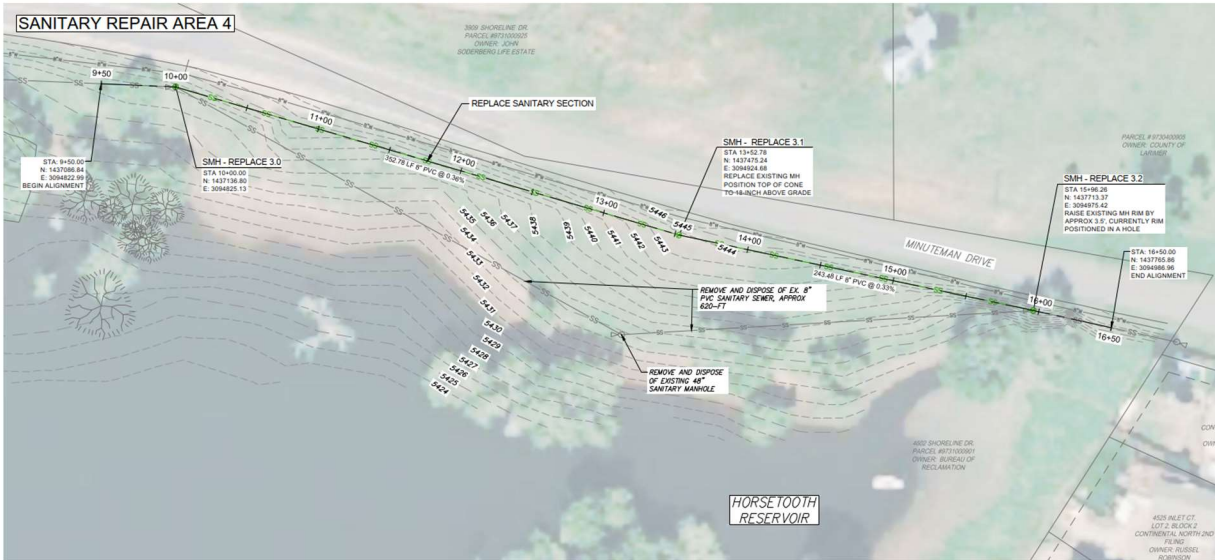
Construction drawings for the emergency bypass systems at Lift Stations 1 and 4 have advanced to 90% completion. We reviewed the project logistics with Gerrard, and preliminary discussions indicate a straightforward field implementation. We plan to hold an on-site field meeting soon to discuss project staging and site-specific details with the team.



Current Sanitary Bypass Valving Design for LS #4.

### Shoreline Sanitary Replacements and CIPP Lining

Construction drawings for the shoreline sanitary replacements and CIPP (Cured-in-Place Pipe) lining have reached 90% completion. A recent on-site meeting with Gerrard Excavating allowed us to assess field conditions and coordinate with Larimer County (Horsetooth Park) staff and the U.S. Bureau of Reclamation regarding potential permitting requirements. With these approvals, we hope to start construction work within the year. We are hoping to mitigate some of the existing maintenance issues with these lines by extending manholes to match the existing grades and hopefully relocating the line away from the reservoir where possible.



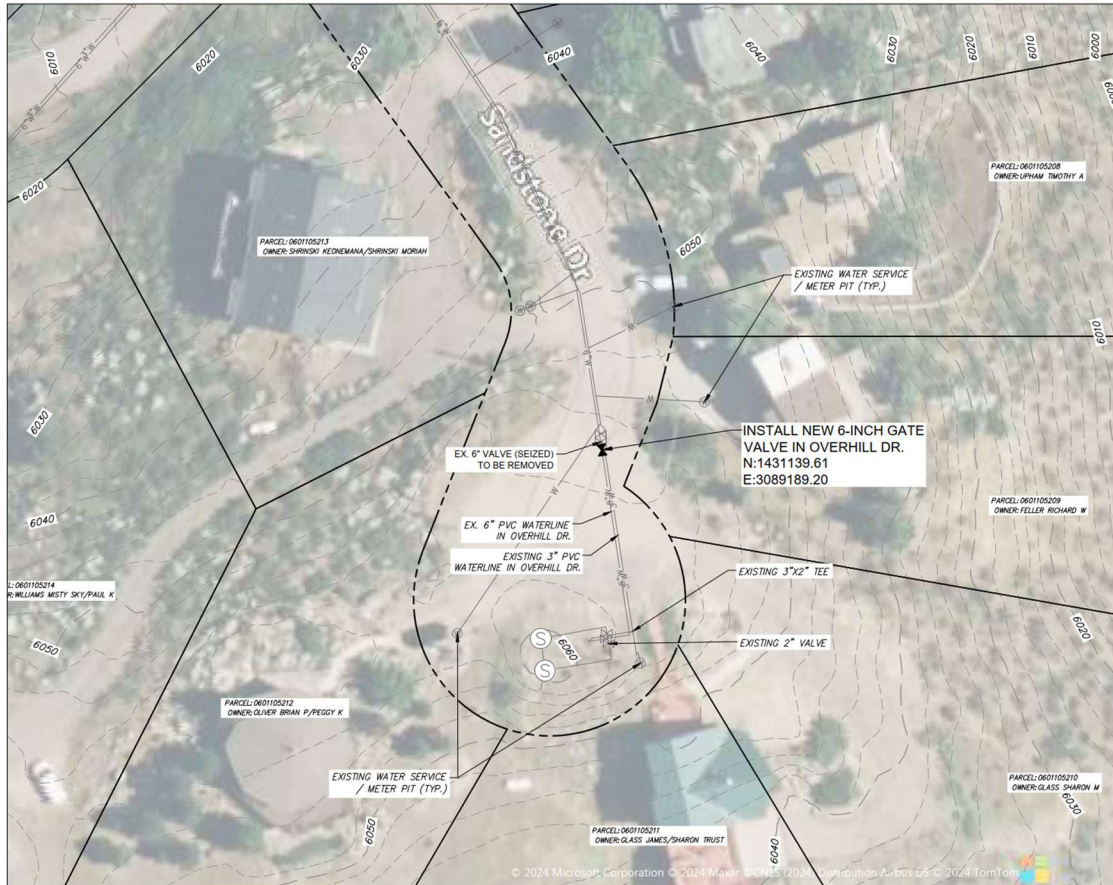


### Sandstone Water Tank

This project has remained mostly idle while we continue coordinating with pump suppliers and specialized subcontractors for the temporary water bypass system needed during construction. Once we secure this equipment and finalize scheduling, we can move forward with the necessary steps for this project.

### Additional Valving and Air Relief

Construction drawings for the additional valving and air relief installations have reached approximately 80% completion. This project is progressing on schedule, and final design work will soon be ready for review. We aim to complete this work within the next phase of our capital improvements plan.



Example Valve Replacement Area, Sandstone Drive.



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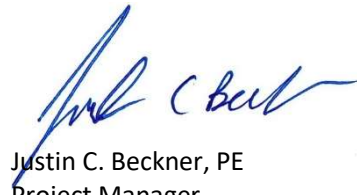
**Evensong Ct. Sewer**

Spring Canyon held a preconstruction meeting with the contractor and the owner at this property. The contractor hoped to take a different alignment than what was shown on their first submittal of the design documents. The plans were revised to reflect this alternative alignment and have been submitted back to the district.

**General Services, Cost Estimating for CIP Projects**

We are in the process of refining cost estimates for CIP Projects, including those mentioned in the above sections. CivilWorx continues to coordinate with Spring Canyon through generation and review of these costs and we hope to have that data available soon.

Thank you for continuing to allow us to serve the district,



Justin C. Beckner, PE  
Project Manager



Scott Nesbitt, PE  
Senior Engineer

**EXHIBIT A  
TASK ORDER**

Task Order No. 2024-05

Effective Date: November 14, 2024

**Task Order Amendment to the  
CivilWorx, LLC  
Master Agreement for Professional Services**

Civilworx, LLC (Consultant) agrees to provide to: Spring Canyon Water and Sanitation District (Client), the professional services described below for the Project identified below. The professional services shall be performed in accordance with and shall be subject to the terms and conditions of the Master Agreement for Professional Services executed by and between Consultant and Client on the 26<sup>th</sup> day of September, 2018.

**TASK ORDER PROJECT NAME:** 2024-05

**TASK ORDER PROJECT DESCRIPTION:** On-Call Engineering Services and Meeting Attendance 2024

**CONSULTANT CONTACT PERSON:** Justin C. Beckner (970) 698-6046

**CLIENT CONTACT PERSON:** Chris Olson (970) 217-2456

**SCOPE OF WORK:** Phone calls, meetings, and related work as requested by District staff, with approval of District Manager

**FEE ARRANGEMENT:** Time and Materials Not to Exceed \$10,000

**SPECIAL TERMS AND CONDITIONS:** none

\_\_\_\_\_  
(Client)

**CivilWorx, LLC**  
\_\_\_\_\_  
(Consultant)

By: \_\_\_\_\_

By:   
Justin C. Beckner

Title: \_\_\_\_\_  
(Authorized signature and Title)

Title: Principal  
(Authorized signature and Title)

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

Date: November 14, 2024

Address: \_\_\_\_\_

Address: 4025 Automation Way, Ste B2

City: \_\_\_\_\_

City: Fort Collins, Colorado 80525

**SCWSD Sewer Over Inlet Canal**  
**Sliplining and Replacement**

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
1	Material Testing (2%)	LS	1	\$5,500	\$5,500
2	Mobilization (10%)	LS	1	\$27,700	\$27,700
3	General Restoration (2%)	LS	1	\$5,500	\$5,500
4	Traffic Control (2%)	LS	1	\$5,500	\$5,500
5	Temporary Erosion and Sediment Control (4%)	LS	1	\$11,100	\$11,100
<b>Demolition</b>					
6	48-inch Manhole Removal	EA	8	\$2,000	\$16,000
7	8" Sanitary Sewer Removal	LF	1554	\$25.00	\$38,846
8	Gravel Trail Removal and Replacement	SF	1710	\$3.50	\$5,985
9	Existing Chainlink Fence Remove & Reset	LF	54	\$15.00	\$810
10	Removal of EX Trees (4"+ Caliper)	EA	3	\$500	\$1,500
11	Clearing and Grubbing	LS	1	\$5,000	\$5,000
<b>Sanitary Sewer Main</b>					
12	8" PVC Pipe	LF	1533	\$60.00	\$92,002
13	New 48-inch Diameter Manhole	EA	8	\$6,000	\$48,000
14	Dewatering	Day	15	\$1,500	\$22,500
15	48-inch Manhole Rehabilitation	EA	3	\$2,000	\$6,000
16	8" CIPP Lining	LF	636	\$50.00	\$31,792
<b>New Construction</b>					
17	Landscaping and Disturbed area reseeding / re-sodding	SY	1730	\$4.75	\$8,218
<b>Construction Cost Subtotal</b>					\$276,652
Contingency		20%			\$55,330
<b>Total Construction Cost</b>					\$331,983
<b>Allied Costs</b>					
Engineering/ Surveying/ Permits (10%)					\$822
Administration/ Legal (3%)					\$9,959
Construction Services (7%)					\$23,239
<b>Total Estimated Project Cost</b>					\$366,003
<b>Use</b>					\$370,000

# SCWSD Sanitary Sewer Bypass

## Lift Station 1

Bid Item						
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total	
<b>General</b>						
1	Mobilization (10%)	LS	1	\$2,700	\$2,700	
2	Construction Surveying (2%)	LS	1	\$500	\$500	
3	Material Testing (2%)	LS	1	\$500	\$500	
4	General Restoration (2%)	LS	1	\$500	\$500	
5	Traffic Control (2%)	LS	1	\$500	\$500	
6	Temporary Erosion and Sediment Control (4%)	LS	1	\$1,100	\$1,100	
7	EX Force Main Removal for New Connection	LF	10	\$60	\$600	
8	Core into EX Wet Well	LS	1	\$2,000	\$2,000	
<b>Sanitary Sewer Bypass</b>						
9	8" PVC Pipe	LF	20	\$60	\$1,200	
10	8" Ductile Iron Pipe	LF	20	\$150	\$3,000	
11	8" x 8" Tee W/ T.B.	EA	2	\$1,200	\$2,400	
12	8" 45° Bend W/ T.B.	EA	1	\$1,000	\$1,000	
13	8" 90° Bend W/ T.B.	EA	2	\$1,000	\$2,000	
14	8" Plug Valve	EA	3	\$3,500	\$10,500	
15	8" Dip Riser W/ Locking Quick-Connect	EA	1	\$800	\$800	
16	Dewatering	DAY	2	\$1,500	\$3,000	
<b>Construction Cost Subtotal</b>					\$32,300	
Contingency					20%	\$6,460
<b>Total Construction Cost</b>					\$38,760	
<b>Allied Costs</b>						
Engineering/ Surveying/ Permits (10%)					\$3,876	
Administration/ Legal (3%)					\$1,163	
Construction Services (7%)					\$2,713	
<b>Total Estimated Project Cost</b>					\$46,512	
<b>Use</b>					\$50,000	

# SCWSD Sanitary Sewer Bypass

## Lift Station 4

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
1	Mobilization (10%)	LS	1	\$2,700	\$2,700
2	Construction Surveying (2%)	LS	1	\$500	\$500
3	Material Testing (2%)	LS	1	\$500	\$500
4	General Restoration (2%)	LS	1	\$500	\$500
5	Traffic Control (2%)	LS	1	\$500	\$500
6	Temporary Erosion and Sediment Control (4%)	LS	1	\$1,100	\$1,100
<b>Demolition</b>					
7	EX Force Main Removal for New Connection	LF	10	\$60	\$600
8	Core into EX Wet Well	LS	1	\$2,000	\$2,000
<b>Sanitary Sewer Bypass</b>					
9	8" PVC Pipe	LF	20	\$ 60	\$1,200
10	8" Ductile Iron Pipe	LF	20	\$ 150	\$3,000
11	8" x 8" Tee W/ T.B.	EA	2	\$ 1,200	\$2,400
12	8" 45° Bend W/ T.B.	EA	2	\$ 1,000	\$2,000
13	8" 90° Bend W/ T.B.	EA	1	\$ 1,000	\$1,000
14	8" Plug Valve	EA	3	\$ 3,500	\$10,500
15	8" Dip Riser W/ Locking Quick-Connect	EA	1	\$ 800	\$800
16	Dewatering	Day	2	\$ 1,500	\$3,000
<b>Construction Cost Subtotal</b>					\$32,300
Contingency					20%
					\$6,460
<b>Total Construction Cost</b>					\$38,760
<b>Allied Costs</b>					
Engineering/ Surveying/ Permits (10%)					\$3,876
Administration/ Legal (3%)					\$1,163
Construction Services (7%)					\$2,713
<b>Total Estimated Project Cost</b>					\$46,512
<b>Use</b>					\$50,000

# SCWSD Sandstone Tank

## Boosting Station with Storage Tank

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
1	Mobilization (10%)	LS	1	\$19,200	\$19,200
2	Construction Surveying (2%)	LS	1	\$3,800	\$3,800
3	Material Testing (2%)	LS	1	\$3,800	\$3,800
4	General Restoration (2%)	LS	1	\$3,800	\$3,800
5	Traffic Control (2%)	LS	1	\$3,800	\$3,800
6	Temporary Erosion and Sediment Control (4%)	LS	1	\$3,800	\$3,800
<b>Demolition</b>					
3	Existing Metal Water Tank Removal	EA	2	\$2,500	\$5,000
4	3" PVC Water line Removal	LF	25	\$25	\$625
5	6" PVC Water line Removal	LF	75	\$25	\$1,875
6	Existing Vault Removal	EA	1	\$5,000	\$5,000
7	Existing Above-ground Water Sampling Station Removal	EA	1	\$400	\$400
<b>New Boosting Station</b>					
9	15,000 Gallon Storage Tank	EA	1	\$100,000	\$100,000
10	Vertical Multi-Stage Pump	EA	3	\$5,100	\$15,300
11	30" Pressure Tank	EA	2	\$600	\$1,200
12	8'x8'x8' Precast Vault	EA	1	\$20,000	\$20,000
13	6" PVC Waterline	LF	40	\$70	\$2,800
14	6" Gate Valve	EA	1	\$4,250	\$4,250
15	6" 22.5° Bend	EA	1	\$1,500	\$1,500
16	6" 90° Bend	EA	1	\$1,500	\$1,500
17	3" PVC Waterline	LF	80	\$60	\$4,800
18	3" Gate Valve	EA	1	\$3,500	\$3,500
19	3" 22.5° Bend	EA	1	\$1,500	\$1,500
20	3" 90° Bend	EA	3	\$1,250	\$3,750
21	3" Tee	EA	5	\$1,250	\$6,250
22	3" Ball Valve	EA	9	\$800	\$7,200
23	3" Swing Check Valve	EA	3	\$1,250	\$3,750
24	3" Pressure Relief/ Blowoff Valve	EA	1	\$800	\$800
25	1/4" PSI Gauge	EA	2	\$200	\$400
26	3/4" Service Saddle	EA	1	\$400	\$400
<b>Construction Cost Subtotal</b>					\$230,000
Contingency					20%
					\$46,000
<b>Total Construction Cost</b>					\$276,000
<b>Allied Costs</b>					
Engineering/ Surveying/ Permits (10%)					\$27,600
Administration/ Legal (3%)					\$8,280
Construction Services (7%)					\$19,320
<b>Total Estimated Project Cost</b>					\$331,200
<b>Use</b>					\$330,000



# SCWSD Water Valves and Sanitary Bypass

## Water Valves

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
1	Mobilization (10%)	LS	1	\$9,900	\$9,900
	Construction Surveying (2%)	LS	1	\$2,000	\$2,000
	Material Testing (2%)	LS	1	\$2,000	\$2,000
	General Restoration (2%)	LS	1	\$2,000	\$2,000
	Traffic Control (2%)	LS	1	\$2,000	\$2,000
	Temporary Erosion and Sediment Control (4%)	LS	1	\$4,000	\$4,000
<b>#REF!</b>					
2	Existing Waterline Air Relief Valve Removal	EA	1	\$250	\$250
3	Existing 8" Gate Valve Removal	EA	2	\$1,500	\$3,000
4	8" PVC Water Line Removal	LF	2	\$25.00	\$50
5	Existing 6" Gate Valve Removal	EA	5	\$1,500	\$7,500
6	6" PVC Water Line Removal	LF	10	\$25.00	\$250
7	2" PVC Water line Removal	LF	8	\$25.00	\$200
8	Clearing and Grubbing	LS	1	\$2,500	\$2,500
<b>#REF!</b>					
9	8" Gate Valve	EA	3	\$4,500	\$13,500
10	6" Gate Valve	EA	2	\$4,250	\$8,500
11	Air Vacuum Valve	EA	1	\$6,000	\$6,000
12	3" Gate Valve	EA	7	\$3,500	\$24,500
13	2" Gate Valve	EA	1	\$2,500	\$2,500
14	2" Water Fitting	EA	1	\$1,000	\$1,000
15	2" x 8" Water Tap and Saddle	EA	1	\$2,000	\$2,000
16	1" Combination Air Valve	EA	7	\$3,500	\$24,500
<b>Construction Cost Subtotal</b>					\$118,150
Contingency		20%			\$23,630
<b>Total Construction Cost</b>					\$141,780
<b>Allied Costs</b>					
Engineering/ Surveying/ Permits (10%)				\$14,178	
Administration/ Legal (3%)				\$4,253	
Construction Services (7%)				\$9,925	
<b>Total Estimated Project Cost</b>					\$170,136
<b>Use</b>					\$170,000

**SCWSD Sanitary CIP**

**S4.1**

Bid Item No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$15,300	\$15,300
	Construction Surveying (2%)	LS	1	\$3,100	\$3,100
	Material Testing (2%)	LS	1	\$3,100	\$3,100
	General Restoration (2%)	LS	1	\$3,100	\$3,100
	Traffic Control (2%)	LS	1	\$3,100	\$3,100
	Temporary Erosion and Sediment Control (4%)	LS	1	\$6,200	\$6,200
	Clearing and Grubbing	LS	1	\$7,750	\$7,750
<b>Demolition</b>					
	Pavement Removal and Replacement	SF		\$9	\$0
	Gravel Road Removal and Replacement	SF	3500	\$3	\$10,500
<b>Sanitary Sewer Improvements</b>					
	Dewatering	Day		\$1,500	\$0
	Temporary Flow Bypass	LF	1325	\$5	\$6,625
	8" PVC Pipe	LF		\$60	\$0
	Remove and Replace 8" Sanitary Sewer	LF	550	\$100	\$55,000
	8" CIPP Lining	LF	775	\$50	\$38,750
	New 48-inch Diameter Manhole	EA		\$6,000	\$0
	New 60-inch Diameter Manhole	EA		\$7,000	\$0
	Remove and Replace 48-Inch Manhole	EA	4	\$8,000	\$32,000
	Remove and Replace 60-Inch Manhole	EA		\$10,000	\$0
	48-inch Manhole Rehabilitation	EA	5	\$2,000	\$10,000
	60-inch Manhole Rehabilitation	EA		\$3,000	\$0
<b>Construction Cost Subtotal</b>					\$194,525
Contingency			20%		\$38,905
<b>Total Construction Cost</b>					\$233,430
<b>Allied Costs</b>					
Engineering/ Surveying/ Permits (10%)					\$23,343
Administration/ Legal (3%)					\$7,003
Construction Services (7%)					\$16,340
<b>Total Estimated Project Cost</b>					\$280,116
<b>Use</b>					<b>\$280,000</b>

225

225

SCWSD Sanitary CIP

S5.1

Bid Item No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$16,500	\$16,500
	Construction Surveying (2%)	LS	1	\$3,300	\$3,300
	Material Testing (2%)	LS	1	\$3,300	\$3,300
	General Restoration (2%)	LS	1	\$3,300	\$3,300
	Traffic Control (2%)	LS	1	\$3,300	\$3,300
	Temporary Erosion and Sediment Control (4%)	LS	1	\$6,600	\$6,600
	Clearing and Grubbing	LS	1	\$8,250	\$8,250
<b>Demolition</b>					
	Pavement Removal and Replacement	SF	440	\$9	\$3,894
	Gravel Road Removal and Replacement	SF	6650	\$3	\$19,950
<b>Sanitary Sewer Improvements</b>					
	Dewatering	Day	4	\$1,500	\$6,000
	Temporary Flow Bypass	LF	975	\$5	\$4,875
	8" PVC Pipe	LF		\$60	\$0
	Remove and Replace 8" Sanitary Sewer	LF	750	\$100	\$75,000
	8" CIPP Lining	LF	225	\$50	\$11,250
	New 48-inch Diameter Manhole	EA		\$6,000	\$0
	New 60-inch Diameter Manhole	EA		\$7,000	\$0
	Remove and Replace 48-Inch Manhole	EA	5	\$8,000	\$40,000
	Remove and Replace 60-Inch Manhole	EA		\$10,000	\$0
	48-inch Manhole Rehabilitation	EA	2	\$2,000	\$4,000
	60-inch Manhole Rehabilitation	EA		\$3,000	\$0
<b>Construction Cost Subtotal</b>					\$209,519
	Contingency		20%		\$41,904
<b>Total Construction Cost</b>					\$251,423
<b>Allied Costs</b>					
	Engineering/ Surveying/ Permits (10%)				\$25,142
	Administration/ Legal (3%)				\$7,543
	Construction Services (7%)				\$17,600
<b>Total Estimated Project Cost</b>					\$301,707
<b>Use</b>					\$300,000

230  
500

# SCWSD Sanitary CIP

## S6.1

Bid Item No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$13,300	\$13,300
	Construction Surveying (2%)	LS	1	\$2,700	\$2,700
	Material Testing (2%)	LS	1	\$2,700	\$2,700
	General Restoration (2%)	LS	1	\$2,700	\$2,700
	Traffic Control (2%)	LS	1	\$2,700	\$2,700
	Temporary Erosion and Sediment Control (4%)	LS	1	\$5,400	\$5,400
	Clearing and Grubbing	LS	1	\$6,750	\$6,750
<b>Demolition</b>					
	Pavement Removal and Replacement	SF		\$9	\$0
	Gravel Road Removal and Replacement	SF	5500	\$3	\$16,500
<b>Sanitary Sewer Improvements</b>					
	Dewatering	Day		\$1,500	\$0
	Temporary Flow Bypass	LF	1000	\$5	\$5,000
	8" PVC Pipe	LF		\$60	\$0
	Remove and Replace 8" Sanitary Sewer	LF	550	\$100	\$55,000
	8" CIPP Lining	LF	450	\$50	\$22,500
	New 48-inch Diameter Manhole	EA		\$6,000	\$0
	New 60-inch Diameter Manhole	EA		\$7,000	\$0
	Remove and Replace 48-Inch Manhole	EA	4	\$8,000	\$32,000
	Remove and Replace 60-Inch Manhole	EA		\$10,000	\$0
	48-inch Manhole Rehabilitation	EA	1	\$2,000	\$2,000
	60-inch Manhole Rehabilitation	EA		\$3,000	\$0
<b>Construction Cost Subtotal</b>					\$116,500
	Contingency		20%		\$23,300
<b>Total Construction Cost</b>					\$139,800
<b>Allied Costs</b>					
	Engineering/ Surveying/ Permits (10%)				\$13,980
	Administration/ Legal (3%)				\$4,194
	Construction Services (7%)				\$9,786
<b>Total Estimated Project Cost</b>					\$167,760
<b>Use</b>					\$170,000

# SCWSD Sanitary CIP

## S7.1

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$7,200	\$7,200
	Construction Surveying (2%)	LS	1	\$1,400	\$1,400
	Material Testing (2%)	LS	1	\$1,400	\$1,400
	General Restoration (2%)	LS	1	\$1,400	\$1,400
	Traffic Control (2%)	LS	1	\$1,400	\$1,400
	Temporary Erosion and Sediment Control (4%)	LS	1	\$2,800	\$2,800
	Clearing and Grubbing	LS	1	\$3,500	\$3,500
<b>Demolition</b>					
	Pavement Removal and Replacement	SF		\$9	\$0
	Gravel Road Removal and Replacement	SF	2000	\$3	\$6,000
<b>Sanitary Sewer Improvements</b>					
	Dewatering	Day		\$1,500	\$0
	Temporary Flow Bypass	LF	400	\$5	\$2,000
	8" PVC Pipe	LF		\$60	\$0
	Remove and Replace 8" Sanitary Sewer	LF	400	\$100	\$40,000
	8" CIPP Lining	LF		\$50	\$0
	New 48-inch Diameter Manhole	EA		\$6,000	\$0
	New 60-inch Diameter Manhole	EA		\$7,000	\$0
	Remove and Replace 48-Inch Manhole	EA	3	\$8,000	\$24,000
	Remove and Replace 60-Inch Manhole	EA		\$10,000	\$0
	48-inch Manhole Rehabilitation	EA		\$2,000	\$0
	60-inch Manhole Rehabilitation	EA		\$3,000	\$0
<b>Construction Cost Subtotal</b>					\$66,000
	Contingency		20%		\$13,200
<b>Total Construction Cost</b>					\$79,200
<b>Allied Costs</b>					
	Engineering/ Surveying/ Permits (10%)				\$7,920
	Administration/ Legal (3%)				\$2,376
	Construction Services (7%)				\$5,544
<b>Total Estimated Project Cost</b>					\$95,040
<b>Use</b>					\$100,000

# SCWSD Sanitary CIP

## S8.1

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$15,800	\$15,800
	Construction Surveying (2%)	LS	1	\$3,200	\$3,200
	Material Testing (2%)	LS	1	\$3,200	\$3,200
	General Restoration (2%)	LS	1	\$3,200	\$3,200
	Traffic Control (2%)	LS	1	\$3,200	\$3,200
	Temporary Erosion and Sediment Control (4%)	LS	1	\$6,400	\$6,400
	Clearing and Grubbing	LS	1	\$8,000	\$8,000
<b>Demolition</b>					
	Pavement Removal and Replacement	SF	800	\$9	\$7,080
	Gravel Road Removal and Replacement	SF	2600	\$3	\$7,800
<b>Sanitary Sewer Improvements</b>					
	Dewatering	Day	4	\$1,500	\$6,000
	Temporary Flow Bypass	LF	925	\$5	\$4,625
	8" PVC Pipe	LF		\$60	\$0
	Remove and Replace 8" Sanitary Sewer	LF	925	\$100	\$92,500
	8" CIPP Lining	LF		\$50	\$0
	New 48-inch Diameter Manhole	EA		\$6,000	\$0
	New 60-inch Diameter Manhole	EA		\$7,000	\$0
	Remove and Replace 48-Inch Manhole	EA	5	\$8,000	\$40,000
	Remove and Replace 60-Inch Manhole	EA		\$10,000	\$0
	48-inch Manhole Rehabilitation	EA		\$2,000	\$0
	60-inch Manhole Rehabilitation	EA		\$3,000	\$0
<b>Construction Cost Subtotal</b>					\$143,125
	Contingency		20%		\$28,625
<b>Total Construction Cost</b>					\$171,750
<b>Allied Costs</b>					
	Engineering/ Surveying/ Permits (10%)				\$17,175
	Administration/ Legal (3%)				\$5,153
	Construction Services (7%)				\$12,023
<b>Total Estimated Project Cost</b>					\$206,100
<b>Use</b>					\$210,000



# SCWSD Sanitary CIP

## S9.1

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$9,300	\$9,300
	Construction Surveying (2%)	LS	1	\$1,900	\$1,900
	Material Testing (2%)	LS	1	\$1,900	\$1,900
	General Restoration (2%)	LS	1	\$1,900	\$1,900
	Traffic Control (2%)	LS	1	\$1,900	\$1,900
	Temporary Erosion and Sediment Control (4%)	LS	1	\$3,800	\$3,800
	Clearing and Grubbing	LS	1	\$4,750	\$4,750
<b>Demolition</b>					
	Pavement Removal and Replacement	SF		\$9	\$0
	Gravel Road Removal and Replacement	SF	3500	\$3	\$10,500
<b>Sanitary Sewer Improvements</b>					
	Dewatering	Day		\$1,500	\$0
	Temporary Flow Bypass	LF	675	\$5	\$3,375
	8" PVC Pipe	LF		\$60	\$0
	Remove and Replace 8" Sanitary Sewer	LF	300	\$100	\$30,000
	8" CIPP Lining	LF	375	\$50	\$18,750
	New 48-inch Diameter Manhole	EA		\$6,000	\$0
	New 60-inch Diameter Manhole	EA		\$7,000	\$0
	Remove and Replace 48-Inch Manhole	EA	3	\$8,000	\$24,000
	Remove and Replace 60-Inch Manhole	EA		\$10,000	\$0
	48-inch Manhole Rehabilitation	EA	3	\$2,000	\$6,000
	60-inch Manhole Rehabilitation	EA		\$3,000	\$0
<b>Construction Cost Subtotal</b>					\$82,125
	Contingency		20%		\$16,425
<b>Total Construction Cost</b>					\$98,550
<b>Allied Costs</b>					
	Engineering/ Surveying/ Permits (10%)				\$9,855
	Administration/ Legal (3%)				\$2,957
	Construction Services (7%)				\$6,899
<b>Total Estimated Project Cost</b>					\$118,260
<b>Use</b>					\$120,000

# SCWSD Sanitary CIP

## S10.1

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$12,500	\$12,500
	Construction Surveying (2%)	LS	1	\$2,500	\$2,500
	Material Testing (2%)	LS	1	\$2,500	\$2,500
	General Restoration (2%)	LS	1	\$2,500	\$2,500
	Traffic Control (2%)	LS	1	\$2,500	\$2,500
	Temporary Erosion and Sediment Control (4%)	LS	1	\$5,000	\$5,000
	Clearing and Grubbing	LS	1	\$6,250	\$6,250
<b>Demolition</b>					
	Pavement Removal and Replacement	SF	1040	\$9	\$9,204
	Gravel Road Removal and Replacement	SF		\$3	\$0
<b>Sanitary Sewer Improvements</b>					
	Dewatering	Day	4	\$1,500	\$6,000
	Temporary Flow Bypass	LF	1175	\$5	\$5,875
	8" PVC Pipe	LF		\$60	\$0
	Remove and Replace 8" Sanitary Sewer	LF	375	\$100	\$37,500
	8" CIPP Lining	LF	800	\$50	\$40,000
	New 48-inch Diameter Manhole	EA		\$6,000	\$0
	New 60-inch Diameter Manhole	EA		\$7,000	\$0
	Remove and Replace 48-Inch Manhole	EA	2	\$8,000	\$16,000
	Remove and Replace 60-Inch Manhole	EA		\$10,000	\$0
	48-inch Manhole Rehabilitation	EA	5	\$2,000	\$10,000
	60-inch Manhole Rehabilitation	EA		\$3,000	\$0
<b>Construction Cost Subtotal</b>					\$115,375
	Contingency		20%		\$23,075
<b>Total Construction Cost</b>					\$138,450
<b>Allied Costs</b>					
	Engineering/ Surveying/ Permits (10%)				\$13,845
	Administration/ Legal (3%)				\$4,154
	Construction Services (7%)				\$9,692
<b>Total Estimated Project Cost</b>					\$166,140
<b>Use</b>					\$170,000

# SCWSD Sanitary CIP

## S11.1

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$7,200	\$7,200
	Construction Surveying (2%)	LS	1	\$1,400	\$1,400
	Material Testing (2%)	LS	1	\$1,400	\$1,400
	General Restoration (2%)	LS	1	\$1,400	\$1,400
	Traffic Control (2%)	LS	1	\$1,400	\$1,400
	Temporary Erosion and Sediment Control (4%)	LS	1	\$2,800	\$2,800
	Clearing and Grubbing	LS	1	\$3,500	\$3,500
<b>Demolition</b>					
	Pavement Removal and Replacement	SF		\$9	\$0
	Gravel Road Removal and Replacement	SF	500	\$3	\$1,500
<b>Sanitary Sewer Improvements</b>					
	Dewatering	Day		\$1,500	\$0
	Temporary Flow Bypass	LF	575	\$5	\$2,875
	8" PVC Pipe	LF		\$60	\$0
	Remove and Replace 8" Sanitary Sewer	LF		\$100	\$0
	8" CIPP Lining	LF		\$50	\$0
	12" CIPP Lining	LF	575	\$100	\$57,500
	New 48-inch Diameter Manhole	EA		\$6,000	\$0
	New 60-inch Diameter Manhole	EA		\$7,000	\$0
	Remove and Replace 48-Inch Manhole	EA		\$8,000	\$0
	Remove and Replace 60-Inch Manhole	EA		\$10,000	\$0
	48-inch Manhole Rehabilitation	EA	5	\$2,000	\$10,000
	60-inch Manhole Rehabilitation	EA		\$3,000	\$0
<b>Construction Cost Subtotal</b>					\$70,375
	Contingency		20%		\$14,075
<b>Total Construction Cost</b>					\$84,450
<b>Allied Costs</b>					
	Engineering/ Surveying/ Permits (10%)				\$8,445
	Administration/ Legal (3%)				\$2,534
	Construction Services (7%)				\$5,912
<b>Total Estimated Project Cost</b>					\$101,340
<b>Use</b>					\$100,000

# SCWSD Sanitary CIP

## S12.1

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$18,100	\$18,100
	Construction Surveying (2%)	LS	1	\$3,600	\$3,600
	Material Testing (2%)	LS	1	\$3,600	\$3,600
	General Restoration (2%)	LS	1	\$3,600	\$3,600
	Traffic Control (2%)	LS	1	\$3,600	\$3,600
	Temporary Erosion and Sediment Control (4%)	LS	1	\$7,200	\$7,200
	Clearing and Grubbing	LS	1	\$9,000	\$9,000
<b>Demolition</b>					
	Pavement Removal and Replacement	SF	2100	\$9	\$18,585
	Gravel Road Removal and Replacement	SF	1500	\$3	\$4,500
<b>Sanitary Sewer Improvements</b>					
	Dewatering	Day		\$1,500	\$0
	Temporary Flow Bypass	LF	1270	\$5	\$6,350
	8" PVC Pipe	LF		\$60	\$0
	Remove and Replace 8" Sanitary Sewer	LF	875	\$100	\$87,500
	8" CIPP Lining	LF	395	\$50	\$19,750
	12" CIPP Lining	LF		\$100	\$0
	New 48-inch Diameter Manhole	EA		\$6,000	\$0
	New 60-inch Diameter Manhole	EA		\$7,000	\$0
	Remove and Replace 48-Inch Manhole	EA	5	\$8,000	\$40,000
	Remove and Replace 60-Inch Manhole	EA		\$10,000	\$0
	48-inch Manhole Rehabilitation	EA	2	\$2,000	\$4,000
	60-inch Manhole Rehabilitation	EA		\$3,000	\$0
<b>Construction Cost Subtotal</b>					\$157,600
	Contingency		20%		\$31,520
<b>Total Construction Cost</b>					\$189,120
<b>Allied Costs</b>					
	Engineering/ Surveying/ Permits (10%)				\$18,912
	Administration/ Legal (3%)				\$5,674
	Construction Services (7%)				\$13,238
<b>Total Estimated Project Cost</b>					\$226,944
<b>Use</b>					\$230,000

# SCWSD Sanitary CIP

## S13.1

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$9,200	\$9,200
	Construction Surveying (2%)	LS	1	\$1,800	\$1,800
	Material Testing (2%)	LS	1	\$1,800	\$1,800
	General Restoration (2%)	LS	1	\$1,800	\$1,800
	Traffic Control (2%)	LS	1	\$1,800	\$1,800
	Temporary Erosion and Sediment Control (4%)	LS	1	\$3,600	\$3,600
	Clearing and Grubbing	LS	1	\$4,500	\$4,500
<b>Demolition</b>					
	Pavement Removal and Replacement	SF		\$9	\$0
	Gravel Road Removal and Replacement	SF	2450	\$3	\$7,350
<b>Sanitary Sewer Improvements</b>					
	Dewatering	Day		\$1,500	\$0
	Temporary Flow Bypass	LF	425	\$5	\$2,125
	8" PVC Pipe	LF		\$60	\$0
	Remove and Replace 8" Sanitary Sewer	LF	425	\$100	\$42,500
	8" CIPP Lining	LF		\$50	\$0
	12" CIPP Lining	LF		\$100	\$0
	New 48-inch Diameter Manhole	EA		\$6,000	\$0
	New 60-inch Diameter Manhole	EA		\$7,000	\$0
	Remove and Replace 48-Inch Manhole	EA	5	\$8,000	\$40,000
	Remove and Replace 60-Inch Manhole	EA		\$10,000	\$0
	48-inch Manhole Rehabilitation	EA		\$2,000	\$0
	60-inch Manhole Rehabilitation	EA		\$3,000	\$0
<b>Construction Cost Subtotal</b>					\$84,625
	Contingency		20%		\$16,925
<b>Total Construction Cost</b>					\$101,550
<b>Allied Costs</b>					
	Engineering/ Surveying/ Permits (10%)				\$10,155
	Administration/ Legal (3%)				\$3,047
	Construction Services (7%)				\$7,109
<b>Total Estimated Project Cost</b>					\$121,860
<b>Use</b>					\$120,000

**SCWSD Water CIP**

**W3.1**

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$15,600	\$15,600
	Construction Surveying (2%)	LS	1	\$3,100	\$3,100
	Material Testing (2%)	LS	1	\$3,100	\$3,100
	General Restoration (2%)	LS	1	\$3,100	\$3,100
	Traffic Control (2%)	LS	1	\$3,100	\$3,100
	Temporary Erosion and Sediment Control (4%)	LS	1	\$6,200	\$6,200
	Clearing and Grubbing	LS	1	\$7,750	\$7,750
<b>Demolition</b>					
	Pavement Removal and Replacement	SF		\$9	\$0
	Gravel Road Removal and Replacement	SF	16000	\$3	\$48,000
	Existing Waterline Air Relief Valve Removal	EA		\$250	\$0
	Existing 8" Gate Valve Removal	EA		\$1,500	\$0
	Existing 6" Gate Valve Removal	EA		\$1,500	\$0
	Existing 3" Gate Valve Removal	EA	3	\$1,250	\$3,750
	2" PVC Water line Removal	LF		\$50	\$0
	3" PVC Water line Removal	LF	1850	\$50	\$92,500
	6" PVC Water Line Removal	LF	150	\$75	\$11,250
	8" PVC Water Line Removal	LF		\$75	\$0
	8" Sanitary Sewer Removal	LF		\$50	\$0
	48-inch Manhole Removal	EA		\$3,500	\$0
	60-inch Manhole Removal	EA		\$4,000	\$0
<b>Water Improvements</b>					
	2" PVC Waterline	LF		\$75	\$0
	3" PVC Waterline	LF		\$80	\$0
	4" PVC Waterline	LF		\$85	\$0
	6" PVC Waterline	LF		\$95	\$0
	8" PVC Waterline	LF	2000	\$100	\$200,000
	8" Gate Valve	EA	4	\$4,500	\$18,000
	6" Gate Valve	EA		\$3,500	\$0
	3" Gate Valve	EA		\$2,500	\$0
	2" Gate Valve	EA		\$2,000	\$0
	Air Vacuum Valve	EA		\$7,000	\$0
	8" Water Fitting	EA	3	\$1,500	\$4,500
	6" Water Fitting	EA		\$1,500	\$0
	3" Water Fitting	EA		\$1,250	\$0
	2" Water Fitting	EA		\$1,000	\$0
	2" x 8" Water Tap and Saddle	EA		\$2,000	\$0
	1" Combination Air Valve	EA		\$3,500	\$0
	Connect to Existing Waterline	EA	2	\$3,000	\$6,000
	Waterline Service reconnection	EA	27	\$3,500	\$94,500
	FH Assembly	EA		\$8,500	\$0
	15,000 Gallon Water Tank	LS		\$110,000	\$0
	Temporary Service Connection	Day	4	\$1,500	\$6,000
<b>Construction Cost Subtotal</b>					\$526,450
Contingency			20%		\$105,290
<b>Total Construction Cost</b>					\$631,740
<b>Allied Costs</b>					
Engineering/ Surveying/ Permits (10%)					\$63,174
Administration/ Legal (3%)					\$18,952
Construction Services (7%)					\$44,222
<b>Total Estimated Project Cost</b>					\$758,088
<b>Use</b>					<b>\$760,000</b>



**SCWSD Water CIP**

**W5.1**

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$10,500	\$10,500
	Construction Surveying (2%)	LS	1	\$2,100	\$2,100
	Material Testing (2%)	LS	1	\$2,100	\$2,100
	General Restoration (2%)	LS	1	\$2,100	\$2,100
	Traffic Control (2%)	LS	1	\$2,100	\$2,100
	Temporary Erosion and Sediment Control (4%)	LS	1	\$4,200	\$4,200
	Clearing and Grubbing	LS	1	\$5,250	\$5,250
<b>Demolition</b>					
	Pavement Removal and Replacement	SF	1750	\$9	\$15,488
	Gravel Road Removal and Replacement	SF	14200	\$3	\$42,600
	Existing Waterline Air Relief Valve Removal	EA		\$250	\$0
	Existing 8" Gate Valve Removal	EA		\$1,500	\$0
	Existing 6" Gate Valve Removal	EA	1	\$1,500	\$1,500
	Existing 3" Gate Valve Removal	EA		\$1,250	\$0
	2" PVC Water line Removal	LF		\$50	\$0
	6" PVC Water Line Removal	LF		\$75	\$0
	8" PVC Water Line Removal	LF	575	\$75	\$43,125
	Abandon Existing Waterline In Place	EA	2	\$1,000	\$2,000
	8" Sanitary Sewer Removal	LF		\$50	\$0
	48-inch Manhole Removal	EA		\$3,500	\$0
	60-inch Manhole Removal	EA		\$4,000	\$0
<b>Water Improvements</b>					
	2" PVC Waterline	LF		\$75	\$0
	3" PVC Waterline	LF		\$80	\$0
	4" PVC Waterline	LF		\$85	\$0
	6" PVC Waterline	LF	500	\$95	\$47,500
	8" PVC Waterline	LF	1575	\$100	\$157,500
	Bore and Jack 8" Waterline	LF	140	\$250	\$35,000
	8" Gate Valve	EA	3	\$4,500	\$13,500
	6" Gate Valve	EA	2	\$3,500	\$7,000
	3" Gate Valve	EA		\$2,500	\$0
	2" Gate Valve	EA		\$2,000	\$0
	Air Vacuum Valve	EA		\$7,000	\$0
	8" Water Fitting	EA	11	\$1,500	\$16,500
	6" Water Fitting	EA	5	\$1,500	\$7,500
	3" Water Fitting	EA		\$1,250	\$0
	2" Water Fitting	EA		\$1,000	\$0
	2" x 8" Water Tap and Saddle	EA		\$2,000	\$0
	1" Combination Air Valve	EA		\$3,500	\$0
	Connect to Existing Waterline	EA	3	\$3,000	\$9,000
	Waterline Service reconnection	EA	6	\$3,500	\$21,000
	FH Assembly	EA		\$8,500	\$0
	15,000 Gallon Water Tank	LS		\$110,000	\$0
	Temporary Service Connection	Day	4	\$1,500	\$6,000
<b>Construction Cost Subtotal</b>					\$443,063
Contingency 20%					\$88,613
<b>Total Construction Cost</b>					\$531,675
<b>Allied Costs</b>					
Engineering/ Surveying/ Permits (10%)					\$53,168
Administration/ Legal (3%)					\$15,950
Construction Services (7%)					\$37,217
<b>Total Estimated Project Cost</b>					\$638,010
<b>Use</b>					<b>\$640,000</b>

**SCWSD Water CIP**

**W6.1**

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$8,200	\$8,200
	Construction Surveying (2%)	LS	1	\$1,600	\$1,600
	Material Testing (2%)	LS	1	\$1,600	\$1,600
	General Restoration (2%)	LS	1	\$1,600	\$1,600
	Traffic Control (2%)	LS	1	\$1,600	\$1,600
	Temporary Erosion and Sediment Control (4%)	LS	1	\$3,200	\$3,200
	Clearing and Grubbing	LS	1	\$4,000	\$4,000
<b>Demolition</b>					
	Pavement Removal and Replacement	SF		\$9	\$0
	Gravel Road Removal and Replacement	SF	1600	\$3	\$4,800
	Existing Waterline Air Relief Valve Removal	EA		\$250	\$0
	Existing 8" Gate Valve Removal	EA		\$1,500	\$0
	Existing 6" Gate Valve Removal	EA		\$1,500	\$0
	Existing 3" Gate Valve Removal	EA		\$1,250	\$0
	2" PVC Water line Removal	LF		\$50	\$0
	6" PVC Water Line Removal	LF		\$75	\$0
	8" PVC Water Line Removal	LF	1000	\$75	\$75,000
	Abandon Existing Waterline In Place	EA		\$1,000	\$0
	Existing FH Removal	EA	1	\$2,500	\$2,500
	8" Sanitary Sewer Removal	LF		\$50	\$0
	48-inch Manhole Removal	EA		\$3,500	\$0
	60-inch Manhole Removal	EA		\$4,000	\$0
<b>Water Improvements</b>					
	2" PVC Waterline	LF		\$75	\$0
	3" PVC Waterline	LF		\$80	\$0
	4" PVC Waterline	LF		\$85	\$0
	6" PVC Waterline	LF		\$95	\$0
	8" PVC Waterline	LF	1100	\$100	\$110,000
	Bore and Jack 8" Waterline	LF	100	\$250	\$25,000
	8" Gate Valve	EA	3	\$4,500	\$13,500
	6" Gate Valve	EA		\$3,500	\$0
	3" Gate Valve	EA		\$2,500	\$0
	2" Gate Valve	EA		\$2,000	\$0
	Air Vacuum Valve	EA		\$7,000	\$0
	8" Water Fitting	EA	5	\$1,500	\$7,500
	6" Water Fitting	EA		\$1,500	\$0
	3" Water Fitting	EA		\$1,250	\$0
	2" Water Fitting	EA		\$1,000	\$0
	2" x 8" Water Tap and Saddle	EA		\$2,000	\$0
	1" Combination Air Valve	EA		\$3,500	\$0
	Connect to Existing Waterline	EA	3	\$3,000	\$9,000
	Waterline Service reconnection	EA	3	\$3,500	\$10,500
	FH Assembly	EA	1	\$8,500	\$8,500
	15,000 Gallon Water Tank	LS		\$110,000	\$0
	Temporary Service Connection	Day	4	\$1,500	\$6,000
<b>Construction Cost Subtotal</b>					\$284,300
Contingency 20%					\$56,860
<b>Total Construction Cost</b>					\$341,160
<b>Allied Costs</b>					
Engineering/ Surveying/ Permits (10%)					\$34,116
Administration/ Legal (3%)					\$10,235
Construction Services (7%)					\$23,881
<b>Total Estimated Project Cost</b>					\$409,392
<b>Use</b>					<b>\$410,000</b>

SCWSD Water CIP  
W7.1

Bid Item No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$24,400	\$24,400
	Construction Surveying (2%)	LS	1	\$4,900	\$4,900
	Material Testing (2%)	LS	1	\$4,900	\$4,900
	General Restoration (2%)	LS	1	\$4,900	\$4,900
	Traffic Control (2%)	LS	1	\$4,900	\$4,900
	Temporary Erosion and Sediment Control (4%)	LS	1	\$9,800	\$9,800
	Clearing and Grubbing	LS	1	\$12,250	\$12,250
<b>Demolition</b>					
	Pavement Removal and Replacement	SF	240	\$9	\$2,124
	Gravel Road Removal and Replacement	SF	1880	\$3	\$5,640
	Existing Waterline Air Relief Valve Removal	EA		\$250	\$0
	Existing 8" Gate Valve Removal	EA	4	\$1,500	\$6,000
	Existing 6" Gate Valve Removal	EA		\$1,500	\$0
	Existing 3" Gate Valve Removal	EA		\$1,250	\$0
	2" PVC Water line Removal	LF		\$50	\$0
	3" PVC Water line Removal	LF		\$50	\$0
	6" PVC Water Line Removal	LF		\$75	\$0
	8" PVC Water Line Removal	LF	2950	\$75	\$221,250
	Abandon Existing Waterline In Place	EA	1	\$1,000	\$1,000
	Existing FH Removal	EA	3	\$2,500	\$7,500
	8" Sanitary Sewer Removal	LF		\$50	\$0
	48-inch Manhole Removal	EA		\$3,500	\$0
	60-inch Manhole Removal	EA		\$4,000	\$0
<b>Water Improvements</b>					
	2" PVC Waterline	LF		\$75	\$0
	3" PVC Waterline	LF		\$80	\$0
	4" PVC Waterline	LF		\$85	\$0
	6" PVC Waterline	LF		\$95	\$0
	8" PVC Waterline	LF	2950	\$100	\$295,000
	Bore and Jack 8" Waterline	LF	100	\$250	\$25,000
	8" Gate Valve	EA	8	\$4,500	\$36,000
	6" Gate Valve	EA		\$3,500	\$0
	3" Gate Valve	EA		\$2,500	\$0
	2" Gate Valve	EA		\$2,000	\$0
	Air Vacuum Valve	EA		\$7,000	\$0
	8" Water Fitting	EA	13	\$1,500	\$19,500
	6" Water Fitting	EA		\$1,500	\$0
	3" Water Fitting	EA		\$1,250	\$0
	2" Water Fitting	EA		\$1,000	\$0
	2" x 8" Water Tap and Saddle	EA		\$2,000	\$0
	1" Combination Air Valve	EA		\$3,500	\$0
	Connect to Existing Waterline	EA	5	\$3,000	\$15,000
	Waterline Service reconnection	EA	3	\$3,500	\$10,500
	FH Assembly	EA	4	\$8,500	\$34,000
	15,000 Gallon Water Tank	LS		\$110,000	\$0
	Temporary Service Connection	Day	4	\$1,500	\$6,000
<b>Construction Cost Subtotal</b>					\$716,364
Contingency 20%					\$143,273
<b>Total Construction Cost</b>					\$859,637
<b>Allied Costs</b>					
Engineering/ Surveying/ Permits (10%)					\$85,964
Administration/ Legal (3%)					\$25,789
Construction Services (7%)					\$60,175
<b>Total Estimated Project Cost</b>					\$1,031,564
<b>Use</b>					<b>\$1,030,000</b>

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**SCWSD Water CIP**

**W8.1**

Bid Item					
No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$14,100	\$14,100
	Construction Surveying (2%)	LS	1	\$2,800	\$2,800
	Material Testing (2%)	LS	1	\$2,800	\$2,800
	General Restoration (2%)	LS	1	\$2,800	\$2,800
	Traffic Control (2%)	LS	1	\$2,800	\$2,800
	Temporary Erosion and Sediment Control (4%)	LS	1	\$5,600	\$5,600
	Clearing and Grubbing	LS	1	\$7,000	\$7,000
<b>Demolition</b>					
	Pavement Removal and Replacement	SF	6600	\$9	\$58,410
	Gravel Road Removal and Replacement	SF	1600	\$3	\$4,800
	Existing Waterline Air Relief Valve Removal	EA		\$250	\$0
	Existing 8" Gate Valve Removal	EA		\$1,500	\$0
	Existing 6" Gate Valve Removal	EA		\$1,500	\$0
	Existing 3" Gate Valve Removal	EA	2	\$1,250	\$2,500
	2" PVC Water line Removal	LF		\$50	\$0
	3" PVC Water line Removal	LF	1500	\$50	\$75,000
	6" PVC Water Line Removal	LF		\$75	\$0
	8" PVC Water Line Removal	LF		\$75	\$0
	8" Sanitary Sewer Removal	LF		\$50	\$0
	48-inch Manhole Removal	EA		\$3,500	\$0
	60-inch Manhole Removal	EA		\$4,000	\$0
<b>Water Improvements</b>					
	2" PVC Waterline	LF		\$75	\$0
	3" PVC Waterline	LF		\$80	\$0
	4" PVC Waterline	LF		\$85	\$0
	6" PVC Waterline	LF		\$95	\$0
	8" PVC Waterline	LF	1500	\$100	\$150,000
	Bore and Jack 8" Waterline	LF		\$250	\$0
	8" Gate Valve	EA	4	\$4,500	\$18,000
	6" Gate Valve	EA		\$3,500	\$0
	3" Gate Valve	EA		\$2,500	\$0
	2" Gate Valve	EA		\$2,000	\$0
	Air Vacuum Valve	EA		\$7,000	\$0
	8" Water Fitting	EA	3	\$1,500	\$4,500
	6" Water Fitting	EA		\$1,500	\$0
	3" Water Fitting	EA		\$1,250	\$0
	2" Water Fitting	EA		\$1,000	\$0
	2" x 8" Water Tap and Saddle	EA		\$2,000	\$0
	1" Combination Air Valve	EA		\$3,500	\$0
	Connect to Existing Waterline	EA	4	\$3,000	\$12,000
	Waterline Service reconnection	EA		\$3,500	\$0
	FH Assembly	EA		\$8,500	\$0
	15,000 Gallon Water Tank	LS		\$110,000	\$0
	Temporary Service Connection	Day		\$1,500	\$0
<b>Construction Cost Subtotal</b>					\$349,010
	Contingency		20%		\$69,802
<b>Total Construction Cost</b>					\$418,812
<b>Allied Costs</b>					
	Engineering/ Surveying/ Permits (10%)				\$41,881
	Administration/ Legal (3%)				\$12,564
	Construction Services (7%)				\$29,317
<b>Total Estimated Project Cost</b>					\$502,574
<b>Use</b>					<b>\$500,000</b>

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SCWSD Water CIP

W9.1

Bid Item No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$16,000	\$16,000
	Construction Surveying (2%)	LS	1	\$3,200	\$3,200
	Material Testing (2%)	LS	1	\$3,200	\$3,200
	General Restoration (2%)	LS	1	\$3,200	\$3,200
	Traffic Control (2%)	LS	1	\$3,200	\$3,200
	Temporary Erosion and Sediment Control (4%)	LS	1	\$6,400	\$6,400
	Clearing and Grubbing	LS	1	\$8,000	\$8,000
<b>Demolition</b>					
	Pavement Removal and Replacement	SF	8850	\$9	\$78,323
	Gravel Road Removal and Replacement	SF		\$3	\$0
	Existing Waterline Air Relief Valve Removal	EA		\$250	\$0
	Existing 8" Gate Valve Removal	EA	1	\$1,500	\$1,500
	Existing 6" Gate Valve Removal	EA		\$1,500	\$0
	Existing 3" Gate Valve Removal	EA		\$1,250	\$0
	2" PVC Water line Removal	LF		\$50	\$0
	3" PVC Water line Removal	LF	1600	\$50	\$80,000
	6" PVC Water Line Removal	LF		\$75	\$0
	8" PVC Water Line Removal	LF		\$75	\$0
	8" Sanitary Sewer Removal	LF		\$50	\$0
	48-inch Manhole Removal	EA		\$3,500	\$0
	60-inch Manhole Removal	EA		\$4,000	\$0
<b>Water Improvements</b>					
	2" PVC Waterline	LF		\$75	\$0
	3" PVC Waterline	LF		\$80	\$0
	4" PVC Waterline	LF		\$85	\$0
	6" PVC Waterline	LF		\$95	\$0
	8" PVC Waterline	LF	1600	\$100	\$160,000
	Bore and Jack 8" Waterline	LF		\$250	\$0
	8" Gate Valve	EA	3	\$4,500	\$13,500
	6" Gate Valve	EA		\$3,500	\$0
	3" Gate Valve	EA		\$2,500	\$0
	2" Gate Valve	EA		\$2,000	\$0
	Air Vacuum Valve	EA		\$7,000	\$0
	8" Water Fitting	EA		\$1,500	\$0
	6" Water Fitting	EA		\$1,500	\$0
	3" Water Fitting	EA		\$1,250	\$0
	2" Water Fitting	EA		\$1,000	\$0
	2" x 8" Water Tap and Saddle	EA		\$2,000	\$0
	1" Combination Air Valve	EA		\$3,500	\$0
	Connect to Existing Waterline	EA	2	\$3,000	\$6,000
	Waterline Service reconnection	EA	8	\$3,500	\$28,000
	FH Assembly	EA	1	\$8,500	\$8,500
	15,000 Gallon Water Tank	LS		\$110,000	\$0
	Temporary Service Connection	Day	4	\$1,500	\$6,000
<b>Construction Cost Subtotal</b>					\$409,023
Contingency 20%					\$81,805
<b>Total Construction Cost</b>					\$490,827
<b>Allied Costs</b>					
Engineering/ Surveying/ Permits (10%)					\$49,083
Administration/ Legal (3%)					\$14,725
Construction Services (7%)					\$34,358
<b>Total Estimated Project Cost</b>					\$588,992
<b>Use</b>					<b>\$590,000</b>

**SCWSD Water CIP**

**W11.1**

Bid Item No.	Bid Item Description	Unit Bid Price	Quantity	Unit	Total
<b>General</b>					
	Mobilization (10%)	LS	1	\$13,100	\$13,100
	Construction Surveying (2%)	LS	1	\$2,600	\$2,600
	Material Testing (2%)	LS	1	\$2,600	\$2,600
	General Restoration (2%)	LS	1	\$2,600	\$2,600
	Traffic Control (2%)	LS	1	\$2,600	\$2,600
	Temporary Erosion and Sediment Control (4%)	LS	1	\$5,200	\$5,200
	Clearing and Grubbing	LS	1	\$6,500	\$6,500
<b>Demolition</b>					
	Pavement Removal and Replacement	SF		\$9	\$0
	Gravel Road Removal and Replacement	SF		\$3	\$0
	Existing Waterline Air Relief Valve Removal	EA		\$250	\$0
	Existing 8" Gate Valve Removal	EA		\$1,500	\$0
	Existing 6" Gate Valve Removal	EA		\$1,500	\$0
	Existing 3" Gate Valve Removal	EA		\$1,250	\$0
	2" PVC Water line Removal	LF		\$50	\$0
	6" PVC Water Line Removal	LF		\$75	\$0
	8" PVC Water Line Removal	LF	750	\$75	\$56,250
<b>Water Improvements</b>					
	2" PVC Waterline	LF		\$75	\$0
	3" PVC Waterline	LF		\$80	\$0
	4" PVC Waterline	LF		\$85	\$0
	6" PVC Waterline	LF		\$95	\$0
	8" PVC Waterline	LF	750	\$100	\$75,000
	Bore and Jack 8" Waterline	LF		\$250	\$0
	8" Gate Valve	EA		\$4,500	\$0
	6" Gate Valve	EA		\$3,500	\$0
	3" Gate Valve	EA		\$2,500	\$0
	2" Gate Valve	EA		\$2,000	\$0
	Air Vacuum Valve	EA		\$7,000	\$0
	8" Water Fitting	EA	6	\$1,500	\$9,000
	6" Water Fitting	EA		\$1,500	\$0
	3" Water Fitting	EA		\$1,250	\$0
	2" Water Fitting	EA		\$1,000	\$0
	2" x 8" Water Tap and Saddle	EA		\$2,000	\$0
	1" Combination Air Valve	EA		\$3,500	\$0
	Connect to Existing Waterline	EA	2	\$3,000	\$6,000
	Waterline Service reconnection	EA		\$3,500	\$0
	FH Assembly	EA		\$8,500	\$0
	15,000 Gallon Water Tank	LS		\$110,000	\$0
	Temporary Service Connection	Day	10	\$1,500	\$15,000
	Mountain Construction	LF	750	\$100	\$75,000
<b>Construction Cost Subtotal</b>					\$271,450
Contingency					20%
					\$54,290
<b>Total Construction Cost</b>					\$325,740
<b>Allied Costs</b>					
Engineering/ Surveying/ Permits (10%)					\$32,574
Administration/ Legal (3%)					\$9,772
Construction Services (7%)					\$22,802
<b>Total Estimated Project Cost</b>					\$390,888
<b>Use</b>					<b>\$390,000</b>





# Spring Canyon WSD Monthly Operations Report

Prepared by: Tayler Pelletier

Date: 11/15/2024

## Lift Station 2 Check Valve Repairs:

The gate valve problems we found after last month's check valve repair were solved. The gate valves which function to isolate the pumps and check valves were not sealing, so some maintenance was impossible. We brought DES in with a hydro-vac truck to keep draining the wet well while we drained the discharge line back down. We used a small camera to view the inside of the gate valves, so we knew there was no internal damage, and watched them open and close fully. We determined the cause of failure was debris settling in the check and gate valves, and that the discharge gate valves are abnormally difficult to fully close. As in after it feels closed, it needs to rotate a little bit more. A valve leverage arm was placed in the station for easier isolation in the future.

## West County Rd 38E Crossing:

There is an 8" water main line which crosses W County Rd 38E to the old construction yard. They extended the main under the road at the time to make the connection to the potential Skyline loop project accessible. The current property owner there purchased another tap for the home he is building on the property. In the attempt to install the tap with his contractor, we discovered that the water main is not where we thought it was, or at the depth we expected. To locate the pipe, we had a locating company attempt ground penetrating radar, and Colorado Underground attempted to use sound with a device that taps the valve across the road while running water on the property. Ground penetrating radar did not yield conclusive results as it could not get deep enough into the road. Colorado Underground was confident in an approximate 4' area. Because the pipe was inaccessible, the crossing couldn't serve as a future connection anymore. We brought the line out of the roadway to an ideal location. Along with making the line accessible, we also installed a hydrant to allow for system flushing. There should have been a hydrant installed initially, this is an 8" main under a critical road that dead ends with no means of flushing air or debris and has residents tapped onto it. We hired J&J for the project. The marks from Colorado underground were about 6' off and the pipe was far deeper than any where else I have seen in the District. The nearest valve on the other side of the road is 3.5' deep, so the expected depth was 3' to 6' depending on how much the road had been built up over the years. The pipe was 12' deep under the white line for the bike lane. After the pipe was located, multiple other underground challenges were encountered, but the project was completed in 2 weeks. We were in contact with the County through the whole process to ensure that traffic control and road repair met their requirements.

### **South Bay Rebar Sewer Penetration:**

After speaking with Larimer County staff, Spring Canyon will be repairing the sewer main which was discussed in last month's meeting. They did call locates before doing the work, and no one expected the line to be as shallow as it is. The sewer main in the manhole to the north is about 8' deep. Yet, in this section, they used 24" rebar through 4"x6" wood and went most of the way through the pipe. This puts our sewer main at under 18" to mid-way through the pipe, the pipe is 12" in diameter.

### **Old Arrowhead Tank Ladder:**

We have been requesting quotes to install a new ladder on the 500k Old Arrowhead tank. Given that it is a safety concern, completing it this year is ideal. However, the only company that responded with a quote currently cannot get to it until 2025. If we do have to do it next year, we will budget appropriately. As a side note regarding the Arrowhead tanks and budgeting, we may be able to save substantially on comprehensive inspections for these 2 tanks next year. We used divers in the past, which is expensive, but they will also clean anything that settles out in the tanks. None of our tanks had substantial build up in the last round of inspections. The same company that quoted the ladder installation also quoted a drone inspection. Drone inspections are far cheaper but don't clean the interior during the inspection. Given that our sediment build up is not a concern, we can save some expense from the inspection to go towards the ladder replacement.

### **Water SCADA Alarms:**

Within the same weekend, we received multiple communications loss alarms. I believe this was caused by a brief power outage. The unusual effect of this was Sandstone Tank scaling returning to default. By opening the scaling menu and closing it without making any changes it went back to normal. This data is stored on the computer on site rather than the one in the office, so I think it just experienced a small error being shut down suddenly and needed to be refreshed. Regardless, we are keeping this in mind if anything else arises soon.

### **Lift Station 1 Generator:**

During normal inspections Anthony found a failed block heater and that the coolant needed to be changed out. He is waiting for information from Cummins, but we will make the repairs before the temperature really drops to avoid problems this winter.

### **Electrical Training:**

Anthony attended an in-person advanced electrical troubleshooting course offered by the same provider as the arc-flash training we took earlier this year. He learned valuable information and is putting together a training meeting for Chris and I to share the key points from the class.

Statement of Revenues & Expenditures w/ Budget (Summary)	2023 Audited Actual	2024 Adopted Budget	2024 Projected Actual	2025 Proposed Budget	Actual Through 10/31/2024	Budget Remaining 10/31/2024	% Budget Remaining 10/31/2024
Restricted Operating (Water Resource Reserve)	\$ -	\$ 429,013	\$ 429,013	\$ 429,013			
Debt Service Reserve (25% of Budgeted O&M Expenses)	\$ 244,245	\$ 254,383	\$ 267,945	\$ 267,945			
Operating Reserve (9 Months O&M & Emergency Capital)	\$ 1,619,848	\$ 1,884,066	\$ 2,169,623	\$ 2,465,742			
<b>Beginning Fund Balance</b>	<b>\$ 1,864,093</b>	<b>\$ 2,567,462</b>	<b>\$ 2,866,581</b>	<b>\$ 3,162,700</b>			
<b>Revenues &amp; Other Funding Sources</b>							
Water Operations	\$ 603,106	\$ 603,025	\$ 595,500	\$ 576,736	\$ 516,319	\$ 86,706	14.38%
Sewer Operations	\$ 469,169	\$ 477,478	\$ 467,000	\$ 443,000	\$ 395,762	\$ 81,716	17.11%
Interest Income	\$ 161,554	\$ 135,000	\$ 202,000	\$ 100,000	\$ 184,067	\$ (49,067)	-36.35%
Miscellaneous Income	\$ 50,964	\$ 20,500	\$ 20,700	\$ 20,500	\$ 18,503	\$ 1,997	9.74%
Sale of Land (Gain)	\$ 906,802	\$ -	\$ -	\$ -	\$ -	\$ -	-
General Property Tax	\$ 74,206	\$ 78,466	\$ 78,500	\$ 83,230	\$ 75,548	\$ 2,918	3.72%
Specific Ownership Tax	\$ 4,987	\$ 5,493	\$ 4,200	\$ 4,000	\$ 3,180	\$ 2,313	42.11%
<b>Total Operating &amp; Non Operating Revenues</b>	<b>\$ 2,270,788</b>	<b>\$ 1,319,962</b>	<b>\$ 1,367,900</b>	<b>\$ 1,227,466</b>	<b>\$ 1,193,379</b>	<b>\$ 126,583</b>	<b>9.59%</b>
<b>Total of Beginning Funds &amp; Revenues</b>	<b>\$ 4,134,881</b>	<b>\$ 3,887,424</b>	<b>\$ 4,234,481</b>	<b>\$ 4,390,166</b>			
<b>Expenditures</b>							
Administrative	\$ 503,143	\$ 559,046	\$ 522,841	\$ 647,885	\$ 431,380	\$ 127,666	22.84%
Water Maintenance	\$ 196,370	\$ 251,224	\$ 221,261	\$ 265,516	\$ 176,105	\$ 75,119	29.90%
Sewer Maintenance	\$ 137,159	\$ 167,200	\$ 151,200	\$ 178,000	\$ 126,567	\$ 40,633	24.30%
<b>Operating Expenditures Before Debt</b>	<b>\$ 836,672</b>	<b>\$ 977,470</b>	<b>\$ 895,302</b>	<b>\$ 1,091,401</b>	<b>\$ 734,052</b>	<b>\$ 243,418</b>	<b>24.90%</b>
<b>Debt Service Expenditures</b>							
Principal	\$ 137,585	\$ 140,350	\$ 140,350	\$ 143,171	\$ 140,350	\$ -	0.00%
Interest	\$ 38,894	\$ 36,129	\$ 36,129	\$ 33,308	\$ 36,129	\$ -	0.00%
<b>Total Debt Service Expenditures</b>	<b>\$ 176,479</b>	<b>\$ 176,479</b>	<b>\$ 176,479</b>	<b>\$ 176,479</b>	<b>\$ 176,479</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Transfers to Capital</b>	<b>\$ 906,802</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Total Operating &amp; Debt Service Expenditures &amp; Capital Transfers</b>	<b>\$ 1,013,151</b>	<b>\$ 1,153,949</b>	<b>\$ 1,071,781</b>	<b>\$ 1,267,880</b>	<b>\$ 910,531</b>	<b>\$ 243,418</b>	<b>21.09%</b>
<b>Net Revenues Before Capital Transfers</b>	<b>\$ 1,257,638</b>	<b>\$ 166,013</b>	<b>\$ 296,119</b>	<b>\$ (40,414)</b>	<b>\$ 282,848</b>	<b>\$ (116,835)</b>	<b>-70.38%</b>
<b>Net Revenues After Capital Transfers</b>	<b>\$ 350,836</b>	<b>\$ 166,013</b>	<b>\$ 296,119</b>	<b>\$ (40,414)</b>	<b>\$ 282,848</b>	<b>\$ (116,835)</b>	<b>-70.38%</b>
Restricted Operating (Water Resource Reserve)	\$ 407,264	\$ 429,013	\$ 429,013	\$ 441,000			
Debt Service Reserve (25% of budgeted O&M)	\$ 253,288	\$ 288,487	\$ 267,945	\$ 316,970			
Operating Reserve (9 Months O&M & Emergency Capital)	\$ 1,961,641	\$ 2,015,975	\$ 2,465,742	\$ 2,376,303			
<b>Ending Fund Balance</b>	<b>\$ 2,622,193</b>	<b>\$ 2,733,475</b>	<b>\$ 3,162,700</b>	<b>\$ 3,134,273</b>			

Statement of Revenues (Detail)	2023 Audited Actual	2024 Adopted Budget	2024 Projected Actual	2025 Proposed Budget	Actual Through 10/31/2024	Budget Remaining 10/31/2024	% Budget Remaining 10/31/2024
<b>Water Revenues</b>							
Active Installed Water	\$ 598,723	\$ 598,703	\$ 591,000	\$ 572,736	\$ 511,696	\$ 87,007	14.53%
Water Active Uninstalled	\$ 4,383	\$ 4,322	\$ 4,500	\$ 4,000	\$ 4,623	\$ (301)	-6.96%
<b>Total Water Operating Revenues</b>	<b>\$ 603,106</b>	<b>\$ 603,025</b>	<b>\$ 595,500</b>	<b>\$ 576,736</b>	<b>\$ 516,319</b>	<b>\$ 86,706</b>	<b>14.38%</b>
<b>Sewer Revenues</b>							
Sewer Active Installed	\$ 457,623	\$ 462,978	\$ 458,000	\$ 435,000	\$ 388,366	\$ 74,612	16.12%
Sewer Active Uninstalled	\$ 11,546	\$ 14,500	\$ 9,000	\$ 8,000	\$ 7,396	\$ 7,104	48.99%
<b>Total Sewer Operating Revenues</b>	<b>\$ 469,169</b>	<b>\$ 477,478</b>	<b>\$ 467,000</b>	<b>\$ 443,000</b>	<b>\$ 395,762</b>	<b>\$ 81,716</b>	<b>17.11%</b>
<b>Total Operating Revenues</b>	<b>\$ 1,072,275</b>	<b>\$ 1,080,503</b>	<b>\$ 1,062,500</b>	<b>\$ 1,019,736</b>	<b>\$ 912,081</b>	<b>\$ 168,422</b>	<b>15.59%</b>
<b>Non Operating Revenues</b>							
Property Taxes, Delinquent Taxes & Interest	\$ 74,206	\$ 78,466	\$ 78,500	\$ 83,230	\$ 75,548	\$ 2,918	3.72%
Specific Ownership Taxes	\$ 4,987	\$ 5,493	\$ 4,200	\$ 4,000	\$ 3,180	\$ 2,313	42.11%
Interest Income	\$ 161,554	\$ 135,000	\$ 202,000	\$ 100,000	\$ 184,067	\$ (49,067)	-36.35%
Miscellaneous Income	\$ 38,526	\$ 9,000	\$ 6,000	\$ 6,000	\$ 5,758	\$ 3,242	36.02%
Penalties	\$ 11,988	\$ 11,000	\$ 14,000	\$ 14,000	\$ 12,145	\$ (1,145)	-10.41%
Sale of Land	\$ 906,802	\$ -	\$ -	\$ -	\$ -	\$ -	-
Transfer Fees	\$ 450	\$ 500	\$ 700	\$ 500	\$ 600	\$ (100)	-20.00%
<b>Total Non-Operating Revenues</b>	<b>\$ 1,198,513</b>	<b>\$ 239,459</b>	<b>\$ 305,400</b>	<b>\$ 207,730</b>	<b>\$ 281,298</b>	<b>\$ (41,839)</b>	<b>-17.47%</b>
<b>Total Operating &amp; Non Operating Revenues</b>	<b>\$ 2,270,788</b>	<b>\$ 1,319,962</b>	<b>\$ 1,367,900</b>	<b>\$ 1,227,466</b>	<b>\$ 1,193,379</b>	<b>\$ 126,583</b>	<b>9.59%</b>

Statement of Expenditures (Detail)	2023 Audited Actual	2024 Adopted Budget	2024 Projected Actual	2025 Proposed Budget	Actual Through 10/31/2024	Budget Remaining 10/31/2024	% Budget Remaining 10/31/2024
<b>Administrative Expenditures</b>							
Auditing	\$ 6,200	\$ 8,500	\$ 8,250	\$ 8,500	\$ 8,250	\$ 250	2.94%
District Accounting	\$ 26,346	\$ 12,000	\$ 13,098	\$ 16,464	\$ 10,255	\$ 1,745	14.54%
Election	\$ 289	\$ -	\$ -	\$ 500	\$ -	\$ -	-
Rate Analysis	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Legal	\$ 2,446	\$ 10,000	\$ 5,500	\$ 5,000	\$ 4,317	\$ 5,683	56.83%
<b>Employee Compensation</b>							
Salaries & Wages & Other	\$ 248,332	\$ 269,368	\$ 269,000	\$ 284,999	\$ 218,852	\$ 50,516	18.75%
Director Fees	\$ 5,700	\$ 5,400	\$ 4,800	\$ 5,400	\$ 3,450	\$ 1,950	36.11%
Employer Deferred Compensation	\$ 5,901	\$ 6,605	\$ 6,600	\$ 9,789	\$ 5,608	\$ 997	15.09%
Employer Social Security & Medicare	\$ 20,160	\$ 20,000	\$ 19,000	\$ 20,500	\$ 14,952	\$ 5,048	25.24%
Employee Health Insurance	\$ 52,178	\$ 53,500	\$ 53,500	\$ 42,000	\$ 44,941	\$ 8,559	16.00%
Employer Unemployment	\$ 335	\$ 500	\$ 500	\$ 500	\$ 453	\$ 47	9.40%
On-Call Compensation	\$ 8,379	\$ 10,400	\$ 10,400	\$ 10,400	\$ 8,685	\$ 1,715	16.49%
Employer Family	\$ 1,139	\$ 1,400	\$ 1,400	\$ 1,400	\$ 923	\$ 477	34.07%
<b>Insurance</b>							
Liability Insurance	\$ 20,803	\$ 21,143	\$ 21,143	\$ 20,463	\$ 19,382	\$ 1,761	8.33%
Workers' Comp Insurance	\$ 4,316	\$ 4,380	\$ 4,380	\$ 4,920	\$ 290	\$ 4,090	93.38%
<b>Other</b>							
Bad Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Computer Software - License & Maintenance & IT	\$ 15,129	\$ 15,000	\$ 13,500	\$ 57,550	\$ 12,036	\$ 2,964	19.76%
Dues & Publications	\$ 2,784	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,203	\$ 297	8.49%
General Engineering	\$ 9,984	\$ 20,000	\$ 15,000	\$ 15,000	\$ 11,368	\$ 8,632	43.16%
GIS Mapping	\$ 2,493	\$ 7,500	\$ 8,020	\$ 4,000	\$ 8,020	\$ (520)	-6.93%
Miscellaneous - Bank Service Charges	\$ 2,174	\$ 1,850	\$ 1,500	\$ 2,200	\$ 1,405	\$ 445	24.05%
Office Supplies & Other	\$ 10,263	\$ 10,500	\$ 13,000	\$ 12,500	\$ 11,401	\$ (901)	-8.58%
Parts Inventory	\$ 433	\$ 2,500	\$ 2,500	\$ 1,500	\$ -	\$ 2,500	100.00%
Repair & Maintenance-Admin	\$ 16,056	\$ 20,000	\$ 3,500	\$ 15,000	\$ 3,005	\$ 16,995	84.98%
Tools	\$ 11,616	\$ 4,000	\$ 4,000	\$ 4,000	\$ 3,024	\$ 976	24.40%
Arc Flash Assessment	\$ -	\$ 19,500	\$ 13,550	\$ -	\$ 13,550	\$ 5,950	30.51%
Training & Travel	\$ 4,167	\$ 4,500	\$ 5,000	\$ 5,000	\$ 4,608	\$ (108)	-2.40%
Treasurer's Fees / Collection Fees	\$ 2,825	\$ 1,500	\$ 1,700	\$ 1,800	\$ 1,212	\$ 288	19.20%
Uniforms & Safety Equipment	\$ 7,160	\$ 7,500	\$ 3,500	\$ 28,000	\$ 3,388	\$ 4,112	54.83%
Utilities	\$ 9,956	\$ 12,000	\$ 10,000	\$ 12,000	\$ 8,605	\$ 3,395	28.29%
Vehicle Expense	\$ 5,579	\$ 6,000	\$ 7,000	\$ 55,000	\$ 6,197	\$ (197)	-3.28%
<b>Total Administrative Expenses</b>	<b>\$ 503,143</b>	<b>\$ 559,046</b>	<b>\$ 522,841</b>	<b>\$ 647,885</b>	<b>\$ 431,380</b>	<b>\$ 127,666</b>	<b>22.84%</b>

Water Expenditures	2023 Audited Actual	2024 Adopted Budget	2024 Projected Actual	2025 Proposed Budget	Actual Through 10/31/2024	Budget Remaining 10/31/2024	% Budget Remaining 10/31/2024
<b>Water Treatment</b>							
Orc Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Lab Analysis	\$ 2,332	\$ 2,500	\$ 2,800	\$ 3,000	\$ 2,301	\$ 199	7.96%
Materials	\$ -	\$ 1,000	\$ 300	\$ 500	\$ 186	\$ 814	81.40%
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Utilities	\$ 739	\$ -	\$ -	\$ -	\$ -	\$ -	-
Water Treatment (Contract)	\$ 122,936	\$ 147,724	\$ 132,161	\$ 184,166	\$ 101,064	\$ 46,660	31.59%
<b>Water Transmission &amp; Distribution</b>							
Comprehensive Tank Inspections	\$ -	\$ -	\$ -	\$ 3,850	\$ -	\$ -	-
Repairs & Maintenance	\$ 42,097	\$ 65,000	\$ 55,000	\$ 45,000	\$ 48,192	\$ 16,808	25.86%
Materials	\$ 6,833	\$ 10,000	\$ 8,000	\$ 5,000	\$ 5,364	\$ 4,636	46.36%
Utilities	\$ 21,433	\$ 25,000	\$ 23,000	\$ 24,000	\$ 18,998	\$ 6,002	24.01%
<b>Total Water Operating Expenditures</b>	<b>\$ 196,370</b>	<b>\$ 251,224</b>	<b>\$ 221,261</b>	<b>\$ 265,516</b>	<b>\$ 176,105</b>	<b>\$ 75,119</b>	<b>29.90%</b>

Sewer Expenditures	2023 Audited Actual	2024 Adopted Budget	2024 Projected Actual	2025 Proposed Budget	Actual Through 10/31/2024	Budget Remaining 10/31/2024	% Budget Remaining 10/31/2024
<b>Collection &amp; Transmission</b>							
Materials	\$ 1,862	\$ 10,000	\$ 10,000	\$ 10,000	\$ 9,985	\$ 15	0.15%
Repair & Maintenance	\$ 22,346	\$ 40,000	\$ 27,000	\$ 35,000	\$ 23,290	\$ 16,710	41.78%
Utilities	\$ 22,605	\$ 25,000	\$ 22,000	\$ 23,000	\$ 16,979	\$ 8,021	32.08%
<b>Sewer Treatment</b>							
Sewer Treatment (Contract)	\$ 90,346	\$ 92,200	\$ 92,200	\$ 110,000	\$ 76,313	\$ 15,887	17.23%
<b>Total Sewer Expenditures</b>	<b>\$ 137,159</b>	<b>\$ 167,200</b>	<b>\$ 151,200</b>	<b>\$ 178,000</b>	<b>\$ 126,567</b>	<b>\$ 40,633</b>	<b>24.30%</b>

Statement of Revenues and Expenditures w/ Budget (Detail)	2023 Audited Actual	2024 Adopted Budget	2024 Projected Actual	2025 Proposed Budget	Actual Through 10/31/2024	Budget Remaining 10/31/2024	% Budget Remaining 10/31/2024
<b>Capital Fund</b>							
<b>Beginning Funds Available - Capital Reserve</b>	\$ 369,731	\$ 1,453,448	\$ 1,454,766	\$ 1,776,464			
<b>Capital Contributions</b>							
Monthly Surcharge	\$ 446,963	\$ 445,380	\$ 447,000	\$ 450,000	\$ 375,155	\$ 70,225	15.77%
Tap Sales Water	\$ 89,775	\$ -	\$ -	\$ -	\$ -	\$ -	-
Transfer to Water Reserve	\$ (75,000)	\$ -	\$ -	\$ -	\$ -	\$ -	-
Tap Sales Sewer	\$ 22,500	\$ -	\$ 15,853	\$ -	\$ 15,853	\$ (15,853)	-
<b>Total Capital Contributions</b>	\$ 484,238	\$ 445,380	\$ 462,853	\$ 450,000	\$ 391,008	\$ 54,372	12.21%
<b>Capital Expenditures</b>							
Holiday Dr. Loop	\$ 304,955	\$ -	\$ 14,498	\$ -	\$ 14,498	\$ (14,498)	-
Arrowhead Exterior Coating	\$ -	\$ 43,971	\$ 43,971	\$ -	\$ 43,971	\$ -	0.00%
Sewer Over Inlet Canal	\$ 1,050	\$ 528,900	\$ 38,592	\$ 955,408	\$ 38,592	\$ 490,308	92.70%
Shoreline Dr. / Minuteman Dr.	\$ -	\$ 432,700	\$ 19,295	\$ 380,705	\$ 19,295	\$ 413,405	95.54%
Additional Valving & Air Relief & Sanitary Bypass	\$ -	\$ -	\$ 9,473	\$ 264,032	\$ 5,968	\$ (5,968)	-
Sandstone Tank Replacement	\$ -	\$ 172,422	\$ 15,326	\$ 314,674	\$ 15,326	\$ 157,096	91.11%
<b>Total Capital Expenditures</b>	\$ 306,005	\$ 1,177,993	\$ 141,155	\$ 1,914,819	\$ 137,650	\$ 1,040,343	88.31%
<b>Transfers from General Fund</b>	\$ 906,802	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Net Revenues Before General Fund Transfers</b>	\$ 178,233	\$ (732,613)	\$ 321,698	\$ (1,464,819)	\$ 253,358	\$ (985,971)	134.58%
<b>Net Revenues After General Fund Transfers</b>	\$ 1,085,035	\$ (732,613)	\$ 321,698	\$ (1,464,819)	\$ 253,358	\$ (985,971)	134.58%
<b>Ending Budgetary Fund Balance - Capital Reserve</b>	\$ 1,454,766	\$ 720,835	\$ 1,776,464	\$ 311,645			



**MUNI-LINK**  
powered by LINK COMPUTER CORPORATION

**WEBPRESENCE**

November 14<sup>th</sup>, 2024

Spring Canyon Water & Sanitation District  
4908 Shoreline Drive  
Ft. Collins, CO 80526

To whom it may concern:

This letter is to confirm the understanding of Muni-Link and WebPresence's engagement to provide utility billing and website hosting services to Spring Canyon Water & Sanitation District.

**Scope of Services:**

Muni-Link & WebPresence will provide the services outlined in Document # - ML805621. The services listed are a high-level overview of Muni-Link & WebPresence's capabilities. Any and all features, functionality, modules, upgrades, etc., that are available through the Muni-Link system as well as WebPresence are included and provided to you at no additional cost other than what has been proposed.

**Client Expectations:**

Spring Canyon Water & Sanitation District agrees to participate in the implementation process and engage as needed with the implementation team through go-live.

**Implementation & Go-Live (Muni-Link):**

Once a signed agreement is returned back to Muni-Link, the implementation process begins and will proceed as follows:

\*Go-live target is estimated to be within 4-6 months of contract signing\*

- Welcome call with primary contact at Spring Canyon and VP of Sales – Ryan Shaulis
- Implementation lead/team assigned to the project
- Implementation kick-off call
- Data conversion begins as well as client profile sessions
- Implementation & systems training continues through go-live
- Final data pull performed and go-live initiated
- Hand off to support team

**Implementation & Go-Live (WebPresence):**

Once a signed agreement is returned back to WebPresence, the team will begin constructing your new site. The expected time of completion for go-live is within 30 days.

**Fees, Pricing, Contract Terms:**

The fees & pricing for the Muni-Link system and WebPresence are outlined in Document # - ML805621. Contract length is on a yearly renewal basis.

**Disclaimer:**

Please note that this document is not represented as an official contract agreement between Muni-Link/WebPresence and Spring Canyon Water & Sanitation District. This document is for the process of initial board approval only. Once board approval is granted, Muni-Link/WebPresence will provide you with a Contract & Schedule A agreement for you to review and sign. This document is specific to Spring Canyon Water & Sanitation District and is an acknowledgement of general expectations and understandings for the systems that we offer and corresponding benefits provided by such to you.

Signature: \_\_\_\_\_

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

Print: \_\_\_\_\_



Powered by Link Computer Corporation

# UTILITY BILLING COST COMPARISON AND JUSTIFICATION ANALYSIS

*For:*

**Spring Canyon Water & Sanitation District, CO**



*Prepared by:*

**Walt Babiak**

**Municipal Software Specialist**



**Tuesday, November 19, 2024**

## Utility Billing Cost Comparison and Justification Analysis

Thank you for your interest in the Muni-Link Utility Billing/Customer Information System, the most comprehensive and productive utility billing solution/customer information system for utility providers. We are pleased to provide you with the cost justification information outlined below.

### Muni-Link Savings

To start let's take a look at how Muni-Link's efficient cloud-based software will incorporate multiple cost savings. Muni-Link is not just a billing program. We provide several services within the program that the old "packaged deals" don't or can't include, therefore eliminating some or all of what you pay outside vendors for these services. Some of these include:

- Disaster Recovery
- Auto Data Backup (Live to the keystroke)
- Unlimited Support
- Billing Upgrades
- Data Protection

### Postage Savings through CASS Certification

Muni-Link has built-in CASS certification which could save your utility up to 8 cents per mail piece per mailing. Below is a breakdown of these savings.

# of Mail Pieces per Billing Run:	500	<i>Total # of customer</i>
Billing Frequency (per year):	12	<i>How often you send to each customer</i>
Current Postage per piece:	\$0.68	<i>Current Postal Rate</i>
Estimated postage per piece w/CASS:	\$0.60	<i>Estimated Postal Rate after CASS</i>
Estimated postage savings per piece w/CASS:	\$0.08	<i>Estimated Postal Savings</i>
Estimated savings per year:	\$480	<i>Estimated Savings per year</i>
Monthly savings for comparison:	\$40	<i>Estimated Postal Savings per month</i>

### Savings When Increasing E-Billing Adoption Rates

E-Billing is a feature of Muni-Link that has many advantages. Most importantly, E-Billing allows your customers to view, print, and pay their bills on-line, saving your staff time and money. In addition, E-Billing should cut down on the amount of time your staff has to answer basic questions about a customer account, as most of these questions can be answered by a customer looking at their account via Muni-Link's built-in customer portal.

E-Billing will also save you money. Each time a customer signs up for E-Billing, you save the entire postage cost, as well as the cost of the forms, ink and labor. E-Billing adoption rates for municipal customers are documented at 40%, however we have seen even higher rates than 40% once Muni-Link is installed and

customers see how much information they have access to via their secure internet connection to our solution. Please see below for more information and a breakdown of these savings:

# of Mail pieces per Billing Run:	500	<i>Total # of customers</i>
Billing Frequency (per year):	12	<i>How often you send to each customer</i>
Estimated E-Bill Adoption Rate:	40%	<i>Conservative E-Bill Adoption rate</i>
Estimated E-Bill customers:	200	<i>E-Bill Adoption rate times # of customers</i>
Total forms, postage, etc. cost:	\$0.68	<i>Estimated Postage/Forms Savings</i>
Projected Monthly Savings:	\$136	<i>Estimated E-Billing savings per month</i>

**At only a 40% adoption rate, you will have savings of over \$130 per month!**

### More on E-Bill Savings

As time goes on, and with the right software in place, your utility will see a natural increase in e-bill adoption. This will further help Muni-Link pay for itself. Below are the additional e-bill savings based on your utility and how much you can expect to save on a monthly basis based on a percentage increase:

# of Accounts: 500	Monthly Savings	# of E-Bill Customers
E-Bill monthly savings @ 30% adoption rate	\$102	150
E-Bill monthly savings @ 35% adoption rate	\$119	175
<b>E-Bill monthly savings @ 40% adoption rate</b>	<b>\$136</b>	<b>200</b>
E-Bill monthly savings @ 50% adoption rate	\$170	250

**Note: In addition to E-Bill savings, Muni-Link's self-service Customer Portal will reduce incoming payment-related calls by as much as 40-70%!**

### Traditional Package Cost Comparative

This is an excerpt from an actual bid sheet from another package. I use these numbers to compare the Muni-Link SaaS monthly model vs. the old traditional method of upfront and ongoing support costs.

Description	One-time cost	5-year cost	Comments
Cost for packaged or custom solution:	\$50,000	\$50,000	<i>Typical packaged or custom solution price</i>
Data Conversion costs:	\$25,000	\$25,000	<i>Typical data conversion costs</i>
Yearly basic maintenance costs:	\$9,000	\$45,000	<i>18% Maintenance per year</i>
Yearly additional Support costs:	\$2,000	\$10,000	<i>Typical yearly ongoing support costs</i>
Hardware costs:	\$11,000	\$11,000	<i>Server, Networking Equipment, etc.</i>
Backup & Disaster Recovery costs:	\$1,000	\$5,000	<i>Industry standard BDR costs</i>
Total 5 year costs:		\$156,000	<i>Total over 5-year period</i>
Monthly cost for comparisons:		\$2,433.00	<i>Total costs on a monthly basis</i>

## Features & Benefits

In addition to the above cost savings, there are many additional benefits to Muni-Link that can be measured in exact dollars and others that can be measured in time savings, efficiency, and productivity. These include:

- ✓ **Easy to use and learn single page billing information screen**
- ✓ **Notify your customers via phone, text or email on projects, past-due notices, shutoffs, etc.**
- ✓ **Less time your staff is involved in billing runs, collections, account lookups, bill explanations, etc.**
- ✓ Improved collections – time value of money, etc.
- ✓ **True-cloud software that's easy to use & learn system that can be accessed from anywhere/anytime**
- ✓ **Highly reliable software platform with virtually no downtime**
- ✓ Improvements in customer service
- ✓ **Set customized permissions for everyone that has access to the system**
- ✓ Personalized report generation
- ✓ **Configurable electronic/mobile service order tasking w/real-time updates**
- ✓ Backflow Inspections plus Lead & Copper compliance module
- ✓ **Less money spent on Hardware, i.e. computer and server upgrades**
- ✓ **CASS Certification (8 cents per bill savings)**
- ✓ **E-Billing module (68 cents per bill savings) with full-service customer portal**
- ✓ Data Security (best possible tier 3 hosting)
- ✓ **Faster Processing (cloud computing has been shown to be 6-10X faster)**
- ✓ Financial Integration
- ✓ **Full-service customer portal**
- ✓ Ability to add notes & attachments within the account
- ✓ **Multiple integration partners to give you the freedom of choice**
- ✓ Multi-factor authentication
- ✓ **Fully configurable to your specs**
- ✓ **Detailed account log entries w/transaction history log (NFS fees, reversals, etc.)**
- ✓ Delinquent batch module w/notification campaign & service order attachment

## WebPresence Customer Communication Management

Your customers are busy people. When they have a question about their bill or a concern about their utility usage, they don't have the time to come to your agency in person or wait on the phone. WebPresence streamlines customer communication management by providing your customers with portal access to your municipality. They can contact you with questions or concerns without picking up the phone.

- Streamlines customer communication
- Post surveys
- Collect customer feedback
- Post customer forms
- Display policies
- Easy to navigate
- Simple to update

- Low maintenance
- Calendar events
- Unlimited help desk support
- Public notification wizard
- Extensive content library
- Post job applications and bid specs

Much like the development of Muni-Link, WebPresence was created to fill an industry need for a more reliable, modern way to communicate with customers. Combining Link’s expertise in web development and knowledge of the utility industry with the assistance of industry development partners, we were able to build a website-based communication platform that provides a low-maintenance and easy-to-use way to communicate with your public.

## The Complete Solution

Muni-Link coupled with WebPresence creates a modern and efficient environment for both employees and customers. Your backend inefficiencies are solved with Muni-Link’s best-in-breed billing system that then ties in with customer facing solutions such as WebPresence, Muni-Link’s customer portal, our notifications module, and our payment processing partners. When combining these solutions you create a modern, efficient, and easy to use solution that not only improves the day-to-day of your team, but improves customer satisfaction as well that coincides with cost savings.

Our goal is to provide you with the absolute best tools to effectively handle your daily operations. We have created solutions that continually grow with you. Not only can we confidently claim to be the most modern solution available, but we put the work in everyday to constantly remain ahead of the curve. This eliminates the need to “shop” in the future.

## Muni-Link Price

Lastly, we will document the Muni-Link subscription pricing and then take a look at how this compares to a packaged solution. Muni-Link is unique in several ways when being compared to an off-the-shelf solution, so please keep the following in mind:

- ALL maintenance, updates and upgrades to the Billing Module are included
- Our commitment is to continue adding new functionality to Muni-Link
- Muni-Link includes unlimited users & unlimited user support

Muni-Link is priced as a monthly subscription fee plus a small upfront cost for Data Import, Training and Implementation. These fees are based on how many Accounts are being serviced by your Utility.

### *Muni-Link Data Import, Implementation, & Training Cost (One-Time)*

**\$14,000 – One-Time Fee**

- This is a one-time fee for the Data Conversion, Implementation, & Training (4-6 months)
- This includes the import for 3 years of historical data

### *Muni-Link Monthly Fee*

**\$5,640 Yearly Cost (\$470/month)**

- Note: This is based on servicing 500 accounts for Water and Sewer Billing
- Unlimited user support, number of user accounts & free updates included

### *Notifications System Fees (To include this module add \$175 to the DCI cost & \$180 per year)*

- E-mail: \$3 per 1,000 (\$.003 each)
- SMS: \$.045 per each 160-character message
- Phone: \$.06 per minute (in whole minute increments)

### *WebPresence Customer Communication Management Site*

- **Standalone Pricing**
  - Implementation (One-Time) - **\$600**
  - Monthly Recurring Fee - **\$200**
- **WebPresence Pricing when paired with Muni-Link Billing**
  - Implementation (One-Time) - **\$600**
  - Monthly Recurring Fee - **\$180**

### *Muni-Link + WebPresence Complete Package*

One-Time Initial Startup Costs - **\$14,600**

Recurring Monthly/Yearly Costs - **\$650/month = \$7,800/year**

## Muni-Link Cost Comparison vs Traditional Package

Below is the monthly subscription price for Muni-Link, as well as comparing the data above to show the overall savings associated with Muni-Link.

Total Muni-Link Monthly cost:	\$470	<i>Monthly subscription price for Muni-Link</i>
E-Billing Savings (40%):	\$136	<i>Estimated monthly savings for E-Billing/CASS</i>
Monthly Cost Difference	<b>\$334</b>	<i>Monthly savings less Difference</i>
Traditional Package Costs	\$2,433	<i>Total costs for purchased pkg monthly</i>
<b>Monthly Net Cost Difference</b>	<b>\$2,099</b>	<i>Estimated savings per month / costs in year 1</i>

**Note: Data Import, Implementation and Training is a one-time cost for Muni-Link Billing of \$14,000**

Based on the data above, Muni-Link's cloud-based software is a perfect fit for your organization financially, in terms of customer satisfaction, and in regards to internal productivity.

Respectfully,

***Walt Babiak***

Walt Babiak

Municipal Software Specialist – Muni-Link

**Spring Canyon Water Sanitation District**  
**Disbursements**  
October 2024

Check No.	Name	Description	Paid Amount
E-pay	United States Treasury	Payroll Taxes 9/16	\$2,485.12
E-pay	United States Treasury	Payroll Taxes 10/1	\$2,734.90
E-pay	United States Treasury	Payroll Tax Adjustment 10/01	\$163.76
E-pay	United States Treasury	Payroll Taxes 10/15	\$2,844.42
4341-4344 & 4346-4348	Board and Staff Payroll	10/01 Payroll	\$9,321.65
4345	Voided Payroll correction	Payroll Correction	\$2,414.81
4349	Darla N. Howard	Director Fees	\$100.00
4350	Great West Life & Annuity	Deffered Comp Contributions	\$425.00
4351	Comcast	Sept. - Oct. Internet	\$302.24
4352	CO Dept. of Public Health & Environment	SOIC Design Review Permit Application	\$3,050.00
4353	CO Dept. of Public Health & Environment	SOIC Site Location Permit Application	\$4,720.00
4354	Verizon	Phone Bill	\$260.97
4355	J & J Construction Concepts	Tap Verification Excavation	\$1,912.50
4356-4359	Staff Payroll	10/15 Payroll	\$9,001.02
4360	Amazon Capital Services	Water Sampling Supplies, Mask Filters, Gloves, Signage	\$406.69
4361	Canyon Utilities Service	Trash Utilities	\$187.00
4362	CEGR Law	Legal Expenses	\$1,908.00
4363	Civil Worx	General: Planning Coordinating SOIC: Planning & Utilities, Subconsultants, Sandstone: Meetings & Coordination, AR,V,SB: Meetings, Utilities, Planning and Coordination	\$18,663.70
4364	Core & Main	Manhole Risers and Rings	\$3,221.00
4365	eAnalytics Laboratory LLC	Water Lab Analysis	\$90.00
4366	First Bank	Software, Arc Flash Boots, Vehicle expenses, SDA Conference Lodging, Coloradoan Renewal	\$1,567.50
4367	Frontier Business Products	Printing Contract	\$69.12
4368	Great West Life & Annuity	Deffered Comp. Contributions	\$425.00
4369	UNCC	Locates	\$12.90
4370	Colorado Department of Revenue	State Income Tax Quarterly Report	\$2,620.00
4371	Colorado State Treasurer	CO Unemployment Quarterly Report	\$134.90
4372	Caldwell Electric	Soft Starts 2 LS #4, 4 LS#1	\$6,024.36
4373	Comcast	Oct. - Nov. Internet	\$302.39
4374	Darla N. Howard	Consulting Fees	\$105.00
4375	Fort Collins Loveland Water District	Water Contract	\$13,692.67
4376	Poudre Valley REA	Electricity	\$3,645.76
4377	South Fort Collins Sanitation District	Sewer Contract	\$7,631.25
4378	Div. of Family & Medical Leave Insurance	FAMLI Quarterly Report	\$303.51
4379	Amazon Capital Services	LS #2 S. Pump, Notebook, Screen protector, Traffic Cones	\$440.99
4380	Dana Kepner	3"x20' Belled End PVC Pipe	\$90.00
4381	USPS	October Billing	\$224.56
		<b>Total</b>	<b>\$101,502.69</b>



**Spring Canyon Water & Sanitation District**  
**District Manager's Report**  
**November 14, 2024**  
**Prepared by: Chris Olson**

**District Health Insurance 2025** – The District opted out of renewing our medical insurance and ancillary benefits with CEBT. When we made the switch to CEBT in May of 2023, there were savings for the District from our previous plan based on demographics of SCWSD employees, CEBT's rate structure, and increases in our then-current plan. Although CEBT advertised a ten-year average of 4.5% cost increases year over year, we unfortunately joined at a time that was followed by a 5% increase the first year and 13.5% increase if we chose to renew for 2025. We had already been shopping as we completed our required initial term with CEBT. What we found on the open market was similar to 2024 CEBT prices, but by taking additional steps and completing optional health questionnaires for one specific Aetna Plan, we were able to secure a similar plan through Aetna which will result in a decrease in rates in 2025 from what we would have paid with CEBT by approximately \$18,000.00. We are seeing more competition in the open market for groups of less than 10 employees, which previously was a hurdle for the District in obtaining the best insurance rates. We will continue to monitor this on an annual basis to ensure we remain competitive while not overpaying for this employee benefit.

**Workers' Compensation Insurance Renewal & Programs** - Renewal Updates for 01/01/2025 to 01/01/2025 coverage were submitted on time. Through remaining in compliance with all safety programs offered by the pool, the District qualified for all available discounts and received a Safety Grant Allocation in the amount of \$1,286.62

**Property & Liability Renewal Application** – The 2025 Property and Liability Renewal Application was submitted prior to the November 1, 2024 deadline avoiding an automatic 10% increase. The District was able to save on premiums with increased deductibles and removing comprehensive coverage on the 2006 Chevy 1500s. There will be an increase in 2025 once the new truck is added and comprehensive coverage included. Discounts applied for and received by SCWSD for 2025 include:

- a. Complete online renewal updates prior to October 31, 2023 to avoid an automatic 10% increase above the prior year's contributions
- b. 8% Multi-Program Discount on the Property and Liability contribution when Workers' Compensation is also placed with the CSD Pool
- c. Members with sanitation operations can receive a 33% credit for participation in the Sanitation Maintenance Warranty Program. This discount applies to the portion of liability contributions attributed to sanitation operating expenses.
- d. 10% discount by completing training courses through Vector Solutions.
- e. 3.30% Continuity Credit Discount

**Sanitary Sewer Mainline Extension for 4210 Evensong Ct.** – SCWSD Staff attended a site meeting with the Developer, Contractor, and District Engineer on Tuesday November 6, 2024. The project is further delayed based on revisions to the original engineered drawings. Additionally, due to the lead time of manholes, the project is likely to not begin until 2025.

## 2025 SCWSD Annual Budget

### Calendar of Deadlines for SCWSD 2025 Budget

- i. ~~September 25, 2024 SCWSD Board Meeting – Elect Budget Officer (from Board) to work with District Staff~~
- ii. ~~On or Before October 15, 2024 – Draft Budget presented to SCWSD Board of Directors (copy in office for public review)~~
- iii. ~~October 23, 2024 Board Meeting – Draft Budget Presentation and Discussion~~
- iv. ~~October 28, 2024 – 30-day Notice of December 4, 2024 Rate Hearing posted on all customer bills~~
- v. ~~November 1, 2024 – One time publication of notice of December 4th Budget hearing published in the Coloradoan~~
- vi. November 20, 2024 – Board Meeting - Continue Budget Discussion

**\*\*\*SCWSD to Receive Official Increases from FCLWD (11/19/24) & SFCSO (11/13/24)\*\*\***

- vii. December 4, 2024 – SCWSD Board of Directors adopt 2025 Budget & Public Rate Hearing
- viii. December 15, 2024 – Mill Levy Certification Provided to County by SCWSD District Staff
- ix. December 31, 2024 – Annual Budget Filing due to DLG – Filed by SCWSD District Staff

### Water Loss Tracking

Billing Cycle	Trilby Pump Station Consumption (Gal.)	SCWSD Sold (Gal.)	Non-Revenue Water (Gal.)	Non-Revenue Water (\$3.39/1,000Gal)2022 (\$3.66/1,000Gal)2023 (\$3.84/1,000Gal)2024	Non-Revenue Water (%)
4/20/22-5/20/22	3,053,500	2,263,298	790,202	\$2,678.78	25.88%
5/20/22-6/20/22	3,416,700	2,638,857	777,843	\$2,636.88	22.77%
6/20/22-7/20/22	4,727,000	3,769,422	957,578	\$3,246.19	20.26%
7/20/22-8/20/22	4,537,100	3,460,398	1,076,702	\$3,650.02	23.73%
8/20/22-9/20/22	4,419,600	3,277,624	1,141,976	\$3,871.30	25.84%
9/20/22-10/20/22	3,789,900	2,704,244	1,085,656	\$3,680.37	28.65%
10/20/22-11/20/22	2,681,700	1,999,952	681,748	\$2,311.13	25.42%
11/20/22-12/20/22	2,249,600	1,595,820	653,780	\$2,216.31	29.06%
12/20/23-1/20/23	2,724,600	1,993,388	731,212	\$2,676.23	26.83%
1/20/23-2/20/23	2,692,700	1,878,653	814,047	\$2,979.41	30.23%
2/20/23-3/20/23	2,240,500	1,519,155	721,345	\$2,640.12	32.20%
3/20/23-4/20/23	2,602,200	1,803,786	798,414	\$2,922.19	30.68%
4/20/23-5/20/23	2,547,300	1,875,900	671,400	\$2,457.32	26.36%
5/20/23-6/20/23	2,987,300	2,258,096	729,204	\$2,668.89	24.44%
6/20/23-7/20/23	3,529,400	2,897,018	632,382	\$2,314.52	17.92%
7/20/23-8/20/23	3,601,700	2,915,815	685,885	\$2,510.34	19.04%
8/20/23-9/20/23	3,224,800	2,444,121	780,679	\$2,857.29	24.21%
9/20/23-10/20/23	3,204,000	2,373,049	830,951	\$3,041.28	25.93%
10/20/23-11/20/23	2,610,100	2,007,648	602,452	\$2,204.98	23.08%
11/20/23-12/20/23	2,159,000	1,568,899	590,101	\$2,159.77	27.33%
12/20/23-01/20/24	2,275,600	1,659,277	616,323	\$2,366.68	27.08%
1/20/24-2/20/24	2,430,200	1,809,121	621,079	\$2,384.94	25.56%
2/20/24-3/20/24	1,952,600	1,435,439	517,161	\$1,985.90	26.49%
3/20/24-4/20/24	2,042,200	1,499,623	542,577	\$2,083.49	26.57%
4/20/24-5/20/24	2,536,200	1,839,911	696,289	\$2,673.75	27.45%
5/20/24-6/21/24	3,436,300	2,793,278	643,022	\$2,469.20	18.71%
6/20/24-7/20/24	3,830,000	3,161,594	668,406	\$2,566.67	17.45%
7/20/24-8/20/24	3,981,300	3,137,388	843,912	\$3,240.62	21.20%
8/20/24-9/20/24	3,426,500	2,778,555	647,945	\$2,488.11	18.91%
9/20/24-10/20/24	3,416,100	2,707,796	708,304	\$2,719.89	20.73%