



GROTON UTILITIES

At Your Service

December 19, 2011

Mayor John Rodolico
Town of Ledyard
741 Colonel Ledyard Highway
Ledyard, CT 06339

Re: "SEALED BID #2012-12, Aljen Heights Engineering"

Dear Mayor Rodolico:

Groton Utilities (GU), a Municipal Utility, appreciates the opportunity to begin the process to perform post design engineering services of the Aljen Heights Water Main Extension for the Town of Ledyard. As geographical neighbors and water system operator we are very aware of the details of Ledyard's water system. We currently assist and operate the Town of Ledyard in project management, laboratory analysis, cross connection/ backflow device inspection, hydrant flushing, meter testing, emergency repairs and contract operations successfully.

Attached please find five (5) hard copies of our updated Qualification Statement.

As our Qualification Statement shows our focus is on SERVICE which we achieve through employing a team of dedicated and well-trained staff. Our record of regulatory compliance is exemplary.

We look forward to working with the Town of Ledyard.

Sincerely,

Richard M. Stevens
Manager, Water Division & PAF

RMS:rb

cc: Paul Yatcko, Director of Utilities
Raymond Valentini, Operations Manager, GU *

STATEMENT OF QUALIFICATIONS:

Groton Utilities
295 Meridian Street
Groton, CT 06340
www.grotonutilities.com
860-446-4000

GU Knowledge, Experience & Expertise in Water Main Projects:

GU locally operates a Class II Water Distribution System and provides contract services to the Town of Ledyard to operate its Water Distribution System. GU has been directly involved in water main design, and post-design services and construction of water mains in its service area which includes over 100 miles of water mains. GU has been directly involved in providing post design services for the Town of Ledyard for the Route 12 water main installation in 1997, which was 29,000 feet of water main. GU has a Project Management staff of four engineers who are supervised by GU's Water Operations Manager who has an Engineering Degree and thirty years of experience in the Water Industry.

GU currently possesses and maintains the Town of Ledyard's Records of its Water System and performs all Call Before You Dig (CBYD) mark outs.

Highlights:

- Local
- Experienced staff of project Managers
- Previous work for Town of Ledyard Post Design Water Main Installation Services
- Records Management

Staff Resources / Management Approach:

Following please find resumes of key staff at GU who will participate in the project:

- David Corallino will be the lead Project Manager;
- Mike Weber will be the back up assignee as Project Manager;
- Manager Rick Stevens, Operations Manager Ray Valentini, and Executive Assistant Ron Bata will provide management and administrative services required for project completion and success.

GU's approach to the project is as follows –

GU will have an engineer in charge with back up and oversight. Being local with connectivity in water mains and geographic boundary (i.e. GU – Ledyard) GU has the ability of being local and being a partner to the Town of Ledyard's Water Main Project and the entire Ledyard Water System. Serving as the Town of Ledyard's Certified Operator (CPO), GU has demonstrated professional responsibility, decision making, and success in operating Ledyard's Water System. Being involved in the design of the Aljen Heights Water Main Extension in the category of peer review, GU has demonstrated a working knowledge of the design parameters and documents for this specific project.

GU has demonstrated success in water main installation with a pumping station in the installation of the Center Groton Pumping Station and appurtenant equipment with connectivity to the Town of Ledyard's Ledyard Center Water System. GU provided design and post design services for that project. GU has attended Town of Ledyard official meetings, and has an excellent relationship with Ledyard Staff.

Highlights:

- Fully Staffed
- Local / Municipal
- Demonstrated Partnership with Ledyard
- CPO for Town of Ledyard
- Knowledge/ Experience with Project Design Aljen Heights
- Relevant Pump Station Post Design Experience

Project Key Elements:

GU has the Knowledge and Experience of the key elements of Project Management of a water main extension project:

- Final Design review
- Regulatory approval processes
- SRLF requirements
- Preparation and review of all bid documents
- Pre-construction & construction meeting requirements
- Scheduling and Time Management
- Shop Drawing approval process
- Proper Change Order process review
- On-site project inspection
- Proper materials handling
- Approval / disbursement of payments
- Construction administrative services
- Communication with Town Officials
- Records Management
- As-Built Drawings review
- Final record documentation in required format –

As-built plans will be drawn utilizing AUTOCAD on 36" x 24" sheets. Plans will have piping locations, vertical and horizontal subsurface profiles. Specific Gate Valve, Hydrant and Water Service location drawings will also be provided demonstrating location and specific type.

Regulatory Knowledge and Experience:

GU has an excellent record of regulatory compliance. GU is totally knowledgeable of all the regulations governing a project like the Aljen Heights Water Main Extension project and its funding components. GU has demonstrated an excellent working relationship with Town of Ledyard agencies, Connecticut Department of Public Health (DPH), State of Connecticut Department of Transportation (DOT) and Ledyard Ledge Light Health District.

References:

Noank Water Company
Frank Socha
PO Box 9202
Noank, CT 06340
860-536-7366
kgfjaskg@aol.com

Aquarion Water Company
George Logan
203-337-5902
600 Lindley Street
Bridgeport, CT 06606
glogan@aquarionwater.com

Mohegan Utility Tribal Authority
Chris Clark
860-442-9037
3 Crow Hill Road
Uncasville, CT 06382
cclark@moheganmail.com

State of Connecticut
Department of Public Health
Dave Cooley
860-509-7333
410 Capitol Avenue, - MS #51WAT
P. O. Box 340308
Hartford, CT 06134
david.cooley@ct.gov

RICHARD M. STEVENS

Manager – Water Division

Education: Master's Science & Engineering

Qualifications: Over 30 year's employment in the municipal utility industry

Experience: Groton Utilities, 1977 to present
Held progressively responsible positions of Project Manager/Chief Plant Operator & Manager of Water & Wastewater

Duties & Responsibilities:

- Manager
 - Personnel Supervision: Water Quality Manager/Operations Manager/C.P.O.'s Water & Wastewater & Executive Administrative Assistant
- Administration
 - Planning /Staffing
 - Budgeting
 - Execute and manage Water Division and Wastewater Division annual budgets
- Engineering
- Regulatory Compliance
- Systems Oversight
 - City of Groton
 - Water Mains & appurtenant equipment & Treatment
 - Wastewater Collection System & Treatment
 - Town of Ledyard
 - CPO of Treatment & Distribution Systems
 - Watershed Management

RAYMOND L. VALENTINI

Operations Manager – Water Division

Education: Bachelor of Science – Civil Engineering

Qualifications: Over 31 year's employment in the municipal utility industry

Experience: Groton Utilities, 1980 to present
Held progressively responsible positions of Engineering Aide/Project Manager/Operations Manager of Water & Wastewater

Duties & Responsibilities:

- Operations Manager
 - Personnel Supervision
 - Daily operations of the Water Division including Distribution and Meter Service sections
 - Daily operations of the Wastewater Treatment Plant
 - Daily operations of the Project Managers
- Administration
 - Budgeting
 - Execute and manages Water Division annual 2.5 million dollar; and Wastewater Division annual 1.5 million dollar budgets
 - Permitting / Diversion Permitting
 - Plan and Design project approvals
 - System Supervision
 - City of Groton
 - Water Main
 - Fire Hydrants
 - Pump Stations
 - Water Treatment Plant Operations
 - Town of Ledyard
 - Water Main
 - Fire Hydrants
 - Pump Stations
 - Aljen Heights Engineering Peer Review
 - Reservoir Management

RONALD BATA

Executive Assistant – Water Division

Qualifications: Over 6 year's employment in the municipal utility industry
Over 30 year's in administration processing

Administrative Experience:

- Executive Assistant Groton Utilities, 2005 to present
- Administrative Officer – U. S. Navy 1981 – 2005
- Expert on Microsoft Suite Computer Software; including
 - Word
 - Excel
 - Outlook
 - Power Point

Duties & Responsibilities:

- Responsible for Water Division Administrative Office and files.
 - Under direct supervision of Manager - Water Division and Operations Manager – Water Division
- Maintain accurate water division administration processing; including
 - Correspondence and Ticker
 - Maintain and track Manager and Operations Manager schedules
 - Daily, monthly and annual reports
 - Projects
 - Timesheets
 - Invoicing
 - Permitting
 - Customer Service
 - Budgeting
 - Prepares and tracks Water Division annual 2.5 million dollar; and Wastewater Division annual 1.5 million dollar budgets
 - Permitting / Diversion Permitting
 - Plan and Design project approvals

DAVID L. CORALLINO

Project Manager – Water and Sewer Division

Qualifications: Over 34 year's employment in the municipal utility industry

Experience: Groton Utilities, 1977 to present

Duties & Responsibilities:

- Project Management
 - Perform detail inspections of construction projects which consist of water main, sewer main, water storage tanks, water and sewer pump stations
 - Perform duties as a survey party chief
 - Maintain true and accurate records for utility project installations
 - Review construction project design and approval of project submittals
 - Develop specifications for contract construction projects
 - Performs Call Before You Dig mark outs and record management

Recent Projects Completed:

- Gales Ferry Village water main installation – Approximately 14,000 lineal feet
- Center Groton Booster Pump Station installation
- Route 215 water main installation – Approximately 7,000 lineal feet
- Route 184 water main installation – Approximately 7,000 lineal feet

MICHAEL S. WEBER

Project Manager – Water and Sewer Division

Qualifications: Over 26 year's employment in the municipal utility industry

Experience: Groton Utilities, 1985 to present

Duties & Responsibilities:

- Project Management
 - Perform survey, design, drafting, and inspection of water and sewer utilities
 - Maintain accurate records of projects including daily reports and monthly estimates
 - Orders specialized equipment and associated equipment as needed for various construction projects
 - Develop specifications for contract construction projects
 - Performs Call Before You Dig mark outs

Recent Projects Completed:

- Route 12, Ledyard Line to Old Quarry Road – 15,000 lineal feet of 16-inch DI water main
- Gungywamp Road, Survey, Design and Inspection – 2,000 lineal feet of 16-inch DI water main
- Route 1 water main extension – 4,200 lineal feet of 16-inch DI Water Main
- Dewey Avenue – 2,000 lineal feet of 8-inch DI water main
- Water Treatment Plant Pump Replacement – Replace Turbine Pumps Number 7 and Number 8
- Water Treatment Plant Sedimentation Basins Flocculator Replacement – Install new mixers in eight basins

BRUCE A. KRUSZEWSKI

Project Manager – Water and Sewer Division

Qualifications: Over 25 year's employment in the municipal utility industry

Experience: Groton Utilities, 2004 to present
Town of Waterford, WUC and Public Works, 1986 to 2004

Duties & Responsibilities:

Project Manager, Groton Utilities

- Perform detail inspections of construction projects which consist of water main, sewer main, water storage tanks, water and sewer pump stations
- Maintain true and accurate records for water, sewer and electric utility project installations
- Review construction project design and approval of project submittals
- Develop specifications for contract construction projects
- Performs Call Before You Dig mark outs and record management for water, sewer and electric utilities

Recent Projects Completed or working on:

- Flanders Road Water Main and Subdivision Installation Extension
- Sewer Lining Installation for the City of Groton, WPCA
- Replacement of the Motor Control at the PAF, City of Groton, WPCA
- Infiltration/Inflow Study, City of Groton, WPCA

Duties & Responsibilities:

Construction Engineer, Town of Waterford

- Designing of engineering plans
- Prepare engineer estimates, contract, bids and Specifications for construction, rehabilitation, maintenance and reconstruction projects
- Supervised implementation of construction, rehabilitation, maintenance and reconstruction projects
- Supervised, coordinated scheduling and implementation of building maintenance and road projects with the general foreman
- Technical Supervision and guidance to highway personnel
- Review engineer plans for compliance with specification and zoning regulations
- Maintain and update the Geographic Information System
- Survey, research and Computer Aid Drafting

Projects Completed:

- Inspection, Design, Survey and Construction of approximately 35 miles of water, sewer and roads
- Quaker Hill Sewer Main and Road Reconstruction (36,960 lf)
- Pleasure Beach Sewer Main and Road Reconstruction (26,400 lf)
- Construction of the Two Mile Hill Water Main Project (10,560 lf)
- Gardiners Wood Pump Station
- Landfill Closing and Temporary Transfer Station
- ADA Project at Eugene O' Neil Theater and Public Work Department

DOUGLAS L. LAFONTAINE

Project Manager – Water and Sewer Division

Qualifications: Over 3 year's employment in the municipal utility industry

Experience: Groton Utilities, 2008 to present

Duties & Responsibilities:

- Technical Aide
 - Perform detail inspection of construction projects which consist of water main, sewer main, water storage tanks and pump stations
 - Maintain true and accurate records for utility project installations
 - Assist utility restoration efforts during emergencies and storms
 - Assist as field crew member for surveys
 - Prepare and revise AutoCAD record drawings, surveys and other required drawings
 - Process requests for services and work orders
 - Maintain GIS and record plan archives

- Projects Completed
 - Ledyard Water GIS Program
 - Assisted in the development of the Ledyard Water GIS system
 - Ledyard Water System Asset Inventory
 - Documented all assets through field observation and developed comprehensive asset inventory.
 - Ledyard Water System Records Inventory
 - Developed Record Plan Index and archive of existing format plans
 - Developed index and archive of all existing services, hydrants and valve tie card information