

## **VILLAGE BOARD WORKSHOP MEETING**

**April 27, 2007**

**CALL TO ORDER:** 5:30 p.m.

### **BOARD MEMBERS PRESENT**

Theodore Walker, Mayor  
Theodore E. Rauber, Trustee

Charles R. Hopson, Trustee  
John R. Marello, Trustee

### **OTHERS PRESENT**

Richard Olson, Village Attorney  
Jim Gresens, MRB Group  
Tom Pavone, MRB Group  
Steve May, MRB Group

### **BOARD MEMBERS ABSENT**

Carol J. Nellis-Ewell, Trustee

The purpose of this meeting was to discuss the construction management portion of the Pump Station and Force Main Project.

The consultants from MRB Group opened the meeting by introducing themselves and explaining their role(s) at MRB Group and with this project.

Tom Pavone briefly described the scope and objective of the project as well as the overall budgeted cost and schedule of the project. In summary the scope of the project is to install a pump station and force main lines from the Village of Spencerport to Long Pond to intersect with the Monroe County Sewer System. The cost of this project is approximately \$11 million dollars, portions of this cost will be shared with Monroe County. The project is to be complete and the Spencerport WWTP to be decommissioned by late 2008.

Tom Pavone and Steve May described the construction phase and the role MRB Group will play as the construction manager. Tom Pavone continued that with MRB's expertise with the contract documents and the bid phase, the project to date has saved approximately \$1.3 million dollars.

The MRB team reviewed their organizational chart discussing the staff allocations and the amount of time each staff member assigned to the project would be spending on the project.

Mayor Walker requested that for the CM contract, each staff member and their expected hours as well as other than labor costs for the contract is documented to reflect the expected CM contract cost. The information will be used to manage the contract.

Steve May took an opportunity to explain the various types of communication that the village should expect from MRB on this project.

Motion was made by Mayor Walker, seconded by Trustee Rauber and carried unanimously that the meeting be adjourned at 7:30 p.m.