CHARLES TOWN UTILITY BOARD
AGENDA

WEDNESDAY, JANUARY 10, 2024

Regular Meeting | **661 South George Street, Charles Town, WV 25414** | **4:00 PM**

CALL TO ORDER

1. **APPROVAL OF MINUTES**
   a. Approval of December 13, 2023 Special Meeting Minutes
      UB Minutes 12.13.23.pdf

2. **PUBLIC COMMENT**
   This portion of the agenda is designed for members of the general public to share thoughts on items of interest in the community. By law, Board members may ask clarifying questions or discuss procedural matters but are not permitted to discuss the policy merits of any issue unless it is scheduled for discussion.

   The public is invited to attend this meeting in person or via webcast (www.ctubwv.com- Board Meetings - Meeting Agendas and Minutes 2024) or by accessing the following zoom link:

   https://us06web.zoom.us/j/85121884219?pwd=yFkyhCTrNcusnad8q9bnwjPe8loSRm.1

   Meeting ID: 851 2188 4219
   Passcode: 640805
   +1 301 715 8592 US

3. **UNFINISHED BUSINESS**
   a. Jefferson Crossing Pump Station Evaluation
      Jefferson Crossing PS Evaluation.pdf

4. **NEW BUSINESS**
   a. Renewal & Replacement Project Resolution No. 15 - Contractor Pay Application No. 15
      Pay App No. 15.pdf
   b. RK&K Collection System Project Update
      4b-Project Summary 01052024.pdf
   c. RK&K Task Order 19 - Scope of Work Change 5
      SWC 5.pdf
   d. RK&K Greenfield Forcemain Project - Bid Tabulations and Notice of Award
      Award Recommendation NOA.PDF

Bid Tab 12.21.23.pdf

e. Summit Point Utilities
   Overhead Map Summit Point.pdf
   Summit Point Training Facility - CTUB Brief.pdf
f. NPDES Permit Modifications - Possible Executive Session Under: WV State Code Section §6-9A-4(b)(12) to discuss any matter which, by express provision of federal law or state statute or rule of court is rendered confidential or to discuss a matter of potential Litigation.
g. Utility Manager Performance Evaluation Review – Possible Executive Session Under: WV State Code Section 6-9A-4(b)(2)(A)- Matters arising from the appointment, employment of an employee.

5. **MANAGER REPORTS**
   a. Utility Manager Report
      UM Report 01-10-24.pdf
   b. Chairman Report

6. **APPROVAL OF BILLS**
   a. January 10, 2024
      Board Report 01.10.24.pdf

7. **ADJOURNMENT**

8. **INFORMATION ONLY**
   a. Next Meeting - January 24, 2024 at 4:00 P.M.

Charles Town Utility Board
Special Board Meeting
December 13, 2023

The Charles Town Utility Board held a special meeting on December 13, 2023 at 4:00 P.M. Members of the Board present were John Nissel, Chairman; Duke Pierson, Vice Chairman; Tommy Stocks, Treasurer; and Heidi Parker, Board Member. Also present were Kristen Stolipher, Utility Manager; April Shultz, Assistant Utility Manager; Ashley Stottlemyer, Secretary; and Robert Rodecker, Legal Counsel.

CALL TO ORDER

The Chairman called the meeting to order at 4:00 P.M.

APPROVAL OF MINUTES

Approval of November 15, 2023 Special Meeting Minutes

The Chairman called for changes or corrections to the November 15, 2023 special meeting minutes.

Action: **Motion made by Mr. Pierson, second by Mrs. Parker, the Board unanimously approved the November 15, 2023 minutes as presented.**

PUBLIC COMMENT

Public comment was received from Jacquelyn Milliron.

NEW BUSINESS

Renewal & Replacement Project Resolution No. 14 – Contractor Pay Application No. 14

Mrs. Stolipher included the contractor application for payment no. 14 in the amount of $519,773.61 for work completed and a first draw from the WDA grant funds. With no objections from the Board, the resolution was accepted.

2024 Holiday Schedule

Action: **Motion made by Mrs. Parker, second by Mr. Pierson, the Board unanimously approved the 2024 holiday schedule as presented.**

2024 Board Meeting Schedule

Action: **Motion made by Mr. Stocks, second by Mrs. Parker, the Board unanimously approved the 2024 board meeting schedule as presented, but subject to change.**

Jefferson Crossing Pump Station Evaluation

Mrs. Stolipher received a request from the developer of the Jefferson Crossing Shopping Center to take ownership of a pump station located behind the Martins grocery store. Currently, Snyder Environmental is operating and maintaining the pump station. The station is connected to the CTUB system. The Board would like to pursue an evaluation of the costs to bring the pump station up to standard before proceeding. Mrs. Stolipher will gather further information and bring back to the Board at a later meeting.

Action: **No action required by the Board.**

MANAGER REPORTS

Utility Manager Report

Mrs. Stolipher provided City Council passed the first reading on December 4th of the water and sewer adjustments. The newspaper publication will be advertised in the December 20th edition of the Spirit and the 2nd reading is scheduled for January 2nd. She also mentioned both the water and sewer lines for Kings Crossing have been installed across old Route 9. Mrs. Stolipher is continuing to work with Potomac Farms regarding grant funding for connecting the systems. Also, the Greenfield Forcemain project bids are due December 21st and the plans were submitted for the final permitting of the Collections System Project.

Action: No action required by the Board.

Chairman Report

The Chairman mentioned the City of Charles Town is 80% complete with the Asphalt Repaving Plan for the City and will work with CTUB staff regarding upcoming repairs for those areas.

Action: No action required by the Board.

APPROVAL OF BILLS

December 13, 2023

Action: Motion made by Mr. Stocks, second by Mr. Pierson, the Board unanimously approved the payment of the bills.

ADJOURNMENT

There being no further business at this time, the Board adjourned the meeting.

Action: Motion by Mr. Pierson, second by Mr. Stocks, the Board unanimously adjourned the meeting at 4:15 P.M.

INFORMATION ONLY

The next meeting is scheduled for Wednesday, January 10, 2024 at 4:00 P.M. at 661 S. George Street.

_____ _____

John Nissel, Chairman

Ashley Stottlemyer, Secretary

Charles Town
Utility Board

661 S. George Street, Suite 101 Charles Town, WV 25414
Phone: (304) 725-2316 ♦ Fax: (304) 725-7150 ♦ Web: www.ctubwv.com

UTILITY BOARD

CHAIRMAN
City of Charles Town City Manager John Nissel

VICE CHAIRMAN
City of Ranson Mayor Duke Pierson

TREASURER
Thomas Stocks

SECRETARY
Ashley Stottlemyer

Board Member Jefferson Whitten

Board Member Heidi Parker

UTILITY MANAGER
Kristen Stolipher

January 4, 2024

Bridge33 Capital

Dear Ms. Reyes:

Pursuant to your request for CTUB to assume ownership and maintenance of the existing pump station within the Jefferson Crossing Retail development, we have performed a high-level evaluation of the station and have provided a summary herein.

CTUB performed an onsite assessment of the pump station on October 5, 2023. During this evaluation, CTUB staff noted that there were some upgrades necessary to the station to meet CTUB design standards. CTUB coordinated with STH, Inc. a local design and product representative to assess the costs associated with the necessary upgrades. As detailed below, the following items were included with the assessment as part of a proposed upgrade:

Qty.2 Myers Submersible Grinder Pump, Model WGX50H-23
Rated for 70 GPM @ 90' TDH
5 HP, 3450 RPM, 230 V/ 3 PH/60 HZ
Dual Mechanical Seals, Oil-Filled Motor
35' Power Cable
Qty.2 SS Pump Lifting Bail
Qty.2 SS Top Rail Support
Qty.2 Base Assemblies for Lift Out Rail System
Qty.2 20ft SS Chain packages
Qty. 4 Floats
Qty.1 Transducer (primary control)
Qty.1 Duplex Control Panel, to Include:
NEMA Type 4X - 304 Stainless Steel Enclosure
Aluminum Dead-front Inner Door
Circuit breaker cutouts with mounting bracket
Anti Condensation - enclosure heater
Incoming Power Terminal Block
Phase/Voltage Monitor & Lightning Arrestor
Control Power Transformer with Primary
Control Power Circuit Breaker
(2)- 5 hp IEC Contactor with IEC Overload
PC3000XC Primary Controller - transducer
DPC-4F Secondary Controller
3 - 2 Channel Turck Intrinsically Safe Relay
1 - 2 Channel Turck isolator Intrinsically Safe Barrier
2 - 22mm Hand Off Auto Switch
2 - 22mm Run Pilot Light

DRAFT

2 - Elapsed Time Meter
1 - 22mm High Alarm Pilot Light, Alarm Activation
2 - 22mm Heat Sensor Pilot Light, Manual Reset , Alarm Activation
Auxiliary Contacts for High Water, Power Loss, and Pump Fail
(1) Pump watch monitoring unit
Primex RapidSet Panel Stand
Replacement Aluminum Cover with Hatch 48" diameter basin - lockable

Total estimated equipment costs: $45,425.

The above costs do not include labor which is estimated at $10,000. The total equipment and labor costs are estimated at $55,425.

CTUB is happy to discuss this proposal with you to determine the best and most economical method of assisting in your request.

Should you have any questions, please do not hesitate to contact me directly.

Regards,

Kristen Stolipher
Utility Manager

DRAFT

CHARLES TOWN UTILITY BOARD
2022 RENEWAL AND REPLACEMENT PROJECT

RESOLUTION NO. 15

RESOLUTION OF THE CITY OF CHARLES TOWN UTILITY BOARD APPROVING INVOICES RELATING TO THE CONSTRUCTION AND OTHER SERVICES FOR THE 2022 CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT AND AUTHORIZING PAYMENT THEREOF,

WHEREAS, the City of Charles Town Utility Board (CTUB) has reviewed the invoices attached hereto and incorporated herein by reference relation to the project:

a) That none of the items for which payment is proposed to be made has formed the basis for any disbursement theretofore made.

b) That each item for which the payment is proposed to be paid is or was necessary in connection with the Project and constitutes a cost of the project.

c) That each of such costs has been otherwise properly incurred.

d) That the payment for each of the items proposed is due and owing.

NOW, THEREFORE, BE IT RESOLVED the City of Charles Town Utility Board that the payment of the attached Contractor's Application for Payment No. 15 as summarized below, is hereby authorized and directed.

Vendor	2022B & 2022C Construction Fund	WDA Funding EEGF Grant	Total
Alvarez Contractors, Inc.	$167,019.32	0	$167,019.32
Total	**$167,019.32**	**$0.00**	**$167,019.32**

ADOPTED BY the City of Charles Town Utility Board, at the meeting held on the 10th day of January, 2024.

By: _____
John Nissel, Chairman

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 15

To (Owner): CHARLES TOWN UTILITY BOARD	Application Period: 12/01/23-12/31/23	Application Date: 12/31/2023
Project: CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	From (Contractor): ALVAREZ CONTRACTORS, INC.	Via (Engineer): GWIN, DOBSON & FOREMAN INC.
Owner's Contract No.:	Contract: CONTRACT #1	
	Contractor's Project No.:	Engineer's Project No.:

Application For Payment

Change Order Summary

Approved Change Orders

Number	Additions	Deductions
CO 1	$498,183.42	
CO 2	$41,179.57	
CO 3	$90,351.00	
TOTALS	$629,713.99	
NET CHANGE BY CHANGE ORDERS	**$629,713.99**	

1. ORIGINAL CONTRACT PRICE	$	$10,151,000.00
2. Net change by Change Orders	$	$629,713.99
3. Current Contract Price (Line 1 ± 2)	$	$10,780,713.99
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	$	$7,288,146.23
5. RETAINAGE:		
a. 5% X $6,904,550.43 Work Completed	$	$345,227.52
b. 5% X $383,595.80 Stored Material	$	$19,179.79
c. Total Retainage (Line 5.a + Line 5.b)	$	$364,407.31
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	$	$6,923,738.92
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	$	$6,756,719.60
8. AMOUNT DUE THIS APPLICATION	$	$167,019.32
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)	$	$3,856,975.07

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: [signature] Date: 12/31/2023

Payment of: $ $167,019.32
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____ 12/22/2023
(Engineer) (Date)

Payment of: $ $167,019.32
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ _____
(Owner) (Date)

Approved by: _____ _____
Funding or Financing Entity (if applicable) (Date)

EJCDC® C-620 Contractor's Application for Payment
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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	15
Application Period:	12/01/23-12/31/23	Application Date:	12/31/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
1	D1 - Moblization/Demob.	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.0%	$0.00
2	D1 - Bonds/Insurance	$178,000.00	$178,000.00	$0.00	$0.00	$178,000.00	100.0%	$0.00
3	D1 - Video Taping	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.0%	$0.00
4	D1 - Field Office	$18,000.00	$12,420.00	$540.00	$0.00	$12,960.00	72.0%	$5,040.00
5	D1 - QC Testing (Cash Allowance)	$50,000.00	$17,000.00	$0.00	$0.00	$17,000.00	34.0%	$33,000.00
6	D1 - Submittals/Shop Drawings by ACI	$40,000.00	$38,000.00	$0.00	$0.00	$38,000.00	95.0%	$2,000.00
	DIVISION 2 - SITE WORK							
7	D2 - Sediment & Erosion Control	$20,200.00	$17,372.00	$404.00	$0.00	$17,776.00	88.0%	$2,424.00
	SITE DEMOLITION							
8	D2 - Concrete Pads	$4,100.00	$205.00	$0.00	$0.00	$205.00	5.0%	$3,895.00
9	D2 - Remove all Ex. Underground Lines at Centrifuge Bldg. Site	$32,900.00	$29,610.00	$0.00	$0.00	$29,610.00	90.0%	$3,290.00
10	D2 - Remove all Ex. Underground Lines at Electrical Bldg. Site	$12,400.00	$12,400.00	$0.00	$0.00	$12,400.00	100.0%	$0.00
11	D2 - Remove Portions of Underground Lines at Ex. Press Bldg.	$4,200.00	$210.00	$0.00	$0.00	$210.00	5.0%	$3,990.00
	STRUCTURES & BUILDING DEMOLITION							
12	D2 - Headworks Building	$40,200.00	$40,200.00	$0.00	$0.00	$40,200.00	100.0%	$0.00
13	D2 - Influent Pump Station & Bypass Pump Set Up	$97,500.00	$97,500.00	$0.00	$0.00	$97,500.00	100.0%	$0.00
14	D2 - UV Equipment	$18,300.00	$16,470.00	$0.00	$0.00	$16,470.00	90.0%	$1,830.00
15	D2 - Plant Drain Pump Station	$14,800.00				$0.00		$14,800.00
16	D2 - Electrical Building by ACI	$7,900.00				$0.00		$7,900.00
17	D2 - Sludge Day Tank & Pump Building	$97,800.00	$97,800.00	$0.00	$0.00	$97,800.00	100.0%	$0.00
18	D2 - Digester Blower Building	$32,500.00	$32,500.00	$0.00	$0.00	$32,500.00	100.0%	$0.00
19	D2 - Sludge Transfer Pump Building	$3,200.00				$0.00		$3,200.00
20	D2 - Digester Tank	$8,200.00	$8,200.00	$0.00	$0.00	$8,200.00	100.0%	$0.00
21	D2 - SBR	$1,600.00				$0.00		$1,600.00
	EXCAVATION (MAJOR STRUCTURES)							
22	D2 - Centrifuge Building	$38,900.00	$38,900.00	$0.00	$0.00	$38,900.00	100.0%	$0.00
23	D2 - Electrical Building by ACI	$7,800.00	$7,800.00	$0.00	$0.00	$7,800.00	100.0%	$0.00
24	D2 - Blower Pad	$5,100.00	$5,100.00	$0.00	$0.00	$5,100.00	100.0%	$0.00
25	D2 - Generator Pad	$5,200.00	$5,200.00	$0.00	$0.00	$5,200.00	100.0%	$0.00
	BACKFILL (MAJOR STRUCTURES)							
26	D2 - Centrifuge Building	$42,300.00	$38,070.00	$0.00	$0.00	$38,070.00	90.0%	$4,230.00
	STRUCTURAL STONE							
27	D2 - Centrifuge Building	$13,400.00	$13,400.00	$0.00	$0.00	$13,400.00	100.0%	$0.00
28	D2 - Electrical Building	$5,600.00	$5,600.00	$0.00	$0.00	$5,600.00	100.0%	$0.00
29	D2 - FRP Building	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.0%	$0.00
30	D2 - Generator Pad	$1,500.00	$1,500.00	$0.00	$0.00	$1,500.00	100.0%	$0.00
31	D2 - Blower Pad	$1,500.00	$1,500.00	$0.00	$0.00	$1,500.00	100.0%	$0.00
	YARD PIPING							

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	15
Application Period:	12/01/23-12/31/23	Application Date:	12/31/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
32	D2 - 2" Sch 80 PVC Water Service to Headworks Bldg.	$9,900.00	$9,900.00	$0.00	$0.00	$9,900.00	100.0%	$0.00
33	D2 - 2" Sch 80 PVC Water Service to Centrifuge Bldg.	$25,100.00	$23,845.00	$0.00	$0.00	$23,845.00	95.0%	$1,255.00
34	D2 - 4" DIP WAS Line from Centrifuge Bldg. to Sanitary Sewer	$16,600.00	$16,600.00	$0.00	$0.00	$16,600.00	100.0%	$0.00
35	D2 - 4" DIP WAS Inlet to Centrifuge Bldg.	$17,400.00	$12,180.00	$0.00	$0.00	$12,180.00	70.0%	$5,220.00
36	D2 - 4" DIP Sludge Drain Off Line from Digester	$16,800.00	$16,800.00	$0.00	$0.00	$16,800.00	100.0%	$0.00
37	D2 - 4" DIP WAS Line from Centrifuge Bldg. to Digester	$16,700.00	$0.00	$0.00	$2,000.00	$2,000.00	12.0%	$14,700.00
38	D2 - 6" PVC Drain from Centrifuge Bldg. to Manhole	$16,500.00	$16,500.00	$0.00	$0.00	$16,500.00	100.0%	$0.00
39	D2 - 4" PVC Drain from Centrifuge Bldg. to Manhole	$15,200.00	$15,200.00	$0.00	$0.00	$15,200.00	100.0%	$0.00
40	D2 - 6" DIP Existing System Connection to New T-Valve	$16,700.00	$16,700.00	$0.00	$0.00	$16,700.00	100.0%	$0.00
41	D2 - 8" PVC Drain Line Under Centrifuge Bldg.	$13,500.00				$0.00		$13,500.00
42	D2 - 24" & 12" HDPE Storm Drain at Centrifuge Bldg.	$58,000.00	$46,400.00	$0.00	$0.00	$46,400.00	80.0%	$11,600.00
43	D2 - 18" HDPE Storm Drain at Electrical Bldg.	$39,000.00	$33,150.00	$0.00	$0.00	$33,150.00	85.0%	$5,850.00
44	D2 - 10" Stainless Steel Air Line to Digester	$10,900.00	$10,900.00	$0.00	$0.00	$10,900.00	100.0%	$0.00
	YARD STRUCTURES							
45	D2 - 4' Dia. Precast Drain Line Manhole	$3,400.00				$0.00		$3,400.00
46	D2 - Type G Precast Drop Inlet	$9,200.00	$9,200.00	$0.00	$0.00	$9,200.00	100.0%	$0.00
	FINAL RECLAMATION							
47	D2 - Asphalt Paving	$98,800.00				$0.00		$98,800.00
48	D2 - Final Grading, Seed & Mulch	$5,700.00	$1,140.00	$0.00	$0.00	$1,140.00	20.0%	$4,560.00
	DIVISION 3 - CONCRETE							
	SITE CONCRETE							
49	D3 - Generator Pad	$10,100.00	$10,100.00	$0.00	$0.00	$10,100.00	100.0%	$0.00
50	D3 - FRP Shelter Pad	$9,400.00	$9,400.00	$0.00	$0.00	$9,400.00	100.0%	$0.00
51	D3 - Digester Blower Pad	$28,200.00	$23,970.00	$0.00	$0.00	$23,970.00	85.0%	$4,230.00
52	D3 - Digester Equipment Pads	$24,900.00	$24,900.00	$0.00	$0.00	$24,900.00	100.0%	$0.00
53	D3 - Sidewalks at Blower Bldg. Area	$10,700.00				$0.00		$10,700.00
54	D3 - Sidewalks at Covered Sludge Storage Area	$11,400.00				$0.00		$11,400.00
	ELECTRICAL BLDG.							
55	D3 - Grade Beams	$38,300.00	$38,300.00	$0.00	$0.00	$38,300.00	100.0%	$0.00
56	D3 - Concrete Pads/SOG	$18,100.00	$18,100.00	$0.00	$0.00	$18,100.00	100.0%	$0.00
57	D3 - Door Stoops/Pads	$12,000.00				$0.00		$12,000.00
58	D3 - Exterior SOG/Sidewalks	$15,400.00				$0.00		$15,400.00
59	D3 - Misc. Equipment Pads	$3,000.00	$3,000.00	$0.00	$0.00	$3,000.00	100.0%	$0.00
	COVERED SLUDGE STORAGE AREA & CENTRIFUGE BLDG.							
60	D3 - Footings, Grade Beams & Walls	$162,000.00	$162,000.00	$0.00	$0.00	$162,000.00	100.0%	$0.00
61	D3 - Thickened SOG at Trench Drains	$22,200.00	$22,200.00	$0.00	$0.00	$22,200.00	100.0%	$0.00
62	D3 - 6" SOG at 2 - Areas	$49,700.00	$49,700.00	$0.00	$0.00	$49,700.00	100.0%	$0.00
63	D3 - Equipment Pads, Containment Curbs & Walls	$15,400.00	$1,540.00	$1,540.00	$0.00	$3,080.00	20.0%	$12,320.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	15
Application Period:	12/01/23-12/31/23	Application Date:	12/31/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
64	D3 - Door/Stoop	$8,100.00				$0.00		$8,100.00
	DIGESTER BLDG. & TANK							
65	D3 - Equipment Pads	$4,400.00	$4,400.00	$0.00	$0.00	$4,400.00	100.0%	$0.00
	DIVISION 4 - MASONRY							
	CENTRIFUGE BUILDING							
66	D4 - 12" Standard CMU's	$53,000.00	$53,000.00	$0.00	$0.00	$53,000.00	100.0%	$0.00
	DIVISION 5 - MISC. METALS							
	SITE							
67	D5 - Permanent Bollards	$7,200.00	$4,320.00	$0.00	$0.00	$4,320.00	60.0%	$2,880.00
68	D5 - Removable Bollards	$12,300.00	$9,225.00	$0.00	$0.00	$9,225.00	75.0%	$3,075.00
	ELECTRICAL BLDG.							
69	D5 - Partition Walls	$69,200.00	$69,200.00	$0.00	$0.00	$69,200.00	100.0%	$0.00
70	D5 - Roof/Ceiling Framing	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.0%	$0.00
	CENTRIFUGE BUILDING							
71	D5 - W8 x 28 Steel Lintel	$1,800.00	$1,800.00	$0.00	$0.00	$1,800.00	100.0%	$0.00
72	D5 - Monorail Framing	$11,100.00	$11,100.00	$0.00	$0.00	$11,100.00	100.0%	$0.00
73	D5 - Covered Storage Framing	$12,900.00	$12,900.00	$0.00	$0.00	$12,900.00	100.0%	$0.00
74	D5 - Steel Erection	$25,500.00	$24,225.00	$1,275.00	$0.00	$25,500.00	100.0%	$0.00
75	D5 - Stainless Steel Polymer Fill Station	$4,600.00	$0.00	$0.00	$3,000.00	$3,000.00	65.2%	$1,600.00
	DIVISION 6 - WOOD AND PLASTICS							
	CENTRIFUGE BUILDING							
76	D6 - Wood Trusses & Sheathing	$69,500.00	$69,500.00	$0.00	$0.00	$69,500.00	100.0%	$0.00
77	D6 - Wood Framing & Interior Finishes	$53,700.00	$26,850.00	$0.00	$0.00	$26,850.00	50.0%	$26,850.00
78	D6 - FRP Grating & Ladders	$11,700.00	$0.00	$0.00	$2,975.00	$2,975.00	25.4%	$8,725.00
	ELECTRICAL SHELTER							
79	D6 - FRP Shelter Building	$48,600.00	$48,600.00	$0.00	$0.00	$48,600.00	100.0%	$0.00
	DIVISION 7 - THERMAL & MOISTURE PROTECTION							
	ELECTRICAL BLDG.							
80	D7 - SSR Roofing & Soffit	$105,900.00	$100,605.00	$0.00	$0.00	$100,605.00	95.0%	$5,295.00
	CENTRIFUGE BUILDING							
81	D7 - SSR Roofing & Soffit	$107,200.00	$91,120.00	$16,080.00	$0.00	$107,200.00	100.0%	$0.00
82	D7 - Corefill Insulation	$2,900.00	$2,900.00	$0.00	$0.00	$2,900.00	100.0%	$0.00
83	D7 - EIFS Outsulation	$39,300.00	$5,895.00	$31,440.00	$0.00	$37,335.00	95.0%	$1,965.00
	DIVISION 8 - DOORS & WINDOWS							
	ELECTRICAL BLDG.							
84	D8 - Hollow Metal Doors, Frames & Hardware	$25,500.00	$17,085.00	$0.00	$0.00	$17,085.00	67.0%	$8,415.00
	CENTRIFUGE BUILDING							
85	D8 - FRP Door & Window	$16,800.00				$0.00		$16,800.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	15
Application Period:	12/01/23-12/31/23	Application Date:	12/31/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
86	D8 - Overhead Door (10'x12')	$16,200.00	$0.00	$13,770.00	$0.00	$13,770.00	85.0%	$2,430.00
87	D8 - Fixed Window	$3,800.00				$0.00		$3,800.00
	DIVISION 9 - FINISHES							
	ELECTRICAL BLDG.							
88	D9 - ACT Ceiling	$38,900.00	$19,450.00	$0.00	$0.00	$19,450.00	50.0%	$19,450.00
89	D9 - Paint Walls, Floors & Doors	$11,000.00	$5,500.00	$0.00	$0.00	$5,500.00	50.0%	$5,500.00
	CENTRIFUGE BUILDING							
90	D9 - Paint Walls, Floors & Doors	$31,000.00	$3,100.00	$15,500.00	$0.00	$18,600.00	60.0%	$12,400.00
91	D9 - Chemical Containment	$6,500.00				$0.00		$6,500.00
92	D9 - Piping	$5,700.00	$2,850.00	$1,995.00	$0.00	$4,845.00	85.0%	$855.00
	DIVISION 10 - SPECIALTIES							
93	D10 - Fire Extinguishers	$400.00				$0.00		$400.00
94	D10 - Project Signs	$6,700.00				$0.00		$6,700.00
	DIVISION 11 - EQUIPMENT							
	SITE							
95	D11 - Influent Pump Station - Submersible Pumps	$189,200.00	$18,920.00	$0.00	$140,566.30	$159,486.30	84.3%	$29,713.70
96	D11 - Plant Drain Pump Station Submersible Pumps	$89,400.00	$8,940.00	$0.00	$60,242.70	$69,182.70	77.4%	$20,217.30
	CENTRIFUGE BUILDING							
97	D11 - Centrifuge System	$619,200.00	$526,320.00	$0.00	$75,000.00	$601,320.00	97.1%	$17,880.00
98	D11 - Digester Sludge Pump	$30,000.00	$3,000.00	$25,500.00	$0.00	$28,500.00	95.0%	$1,500.00
99	D11 - Inline Grinder	$34,500.00	$29,325.00	$3,450.00	$0.00	$32,775.00	95.0%	$1,725.00
100	D11 - Polymer Feed System	$32,900.00	$3,290.00	$0.00	$0.00	$3,290.00	10.0%	$29,610.00
101	D11 - Polymer Bulk Tank	$7,800.00	$780.00	$0.00	$0.00	$780.00	10.0%	$7,020.00
	UV BUILDING							
102	D11 - UV System with Controls	$303,900.00	$303,900.00	$0.00	$0.00	$303,900.00	100.0%	$0.00
	HEADWORKS BUILDING							
103	D11 - Mechanical Bar Screen w/Controls	$159,000.00	$159,000.00	$0.00	$0.00	$159,000.00	100.0%	$0.00
104	D11 - Washer/Compactor w/Controls	$85,600.00	$85,600.00	$0.00	$0.00	$85,600.00	100.0%	$0.00
105	D11 - Grit Removal System w/Controls	$262,000.00	$262,000.00	$0.00	$0.00	$262,000.00	100.0%	$0.00
	EXISTING DIGESTER							
106	D11 - Digester Aeration & Mixing System w/Controls	$670,000.00	$636,500.00	$0.00	$0.00	$636,500.00	95.0%	$33,500.00
	EXISTING SBR TANKS							
107	D11 - MCP w/ PLC & Instrumentation	$274,800.00	$27,480.00	$0.00	$0.00	$27,480.00	10.0%	$247,320.00
	DIVISION 13 - SPECIAL CONSTRUCTION							
	SCADA / INTEGRATION							
108	D13 - SCADA, Control Panels, MCC, Field Instrumentation	$765,000.00	$76,500.00	$0.00	$50,785.00	$127,285.00	16.6%	$637,715.00
	DIVISION 14 - CONVEYING SYSTEMS							
	CENTRIFUGE BUILDING							

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	15
Application Period:	12/01/23-12/31/23	Application Date:	12/31/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
109	D14 - Hoist & Monorail	$27,700.00				$0.00		$27,700.00
	HEADWORKS BUILDING							
110	D14 - Screw Conveyor	$70,200.00	$56,160.00	$10,530.00	$0.00	$66,690.00	95.0%	$3,510.00
	DIVISION 15 - MECHANICAL							
	PROCESS PIPING							
111	D15 - Influent PS - DI Pipe, Fittings, Valves & Sch 40 Stilling Well	$49,000.00	$0.00	$0.00	$16,935.80	$16,935.80	34.6%	$32,064.20
112	D15 - Effluent PS- Sch 40 Stilling Well	$3,900.00				$0.00		$3,900.00
113	D15 - Plant Drain PS - DI Pipe, Fittings, Valves & Sch 40 Stilling Well	$19,500.00	$0.00	$0.00	$4,488.80	$4,488.80	23.0%	$15,011.20
114	D15 - Plan Drain PS - New Top Slab w/Hatch & Vent Pipe	$5,000.00				$0.00		$5,000.00
115	D15 - Plant Drain PS - Portable Hoist w/Socket	$3,000.00				$0.00		$3,000.00
116	D15 - Electrical Bldg- 12" Lug Style BF Valve w/SS Flange Spool	$10,700.00				$0.00		$10,700.00
117	D15 - Centrifuge Bldg. - DI Pipe, Fittings & Valves	$86,800.00	$43,400.00	$43,400.00	$0.00	$86,800.00	100.0%	$0.00
118	D15 - Centrifuge Bldg. - Sch 80 PVC Polymer Feed System	$27,100.00				$0.00		$27,100.00
119	D15 - Sludge Transfer Pump Bldg - DI Pipe, Fittings & Valves	$5,700.00	$0.00	$0.00	$684.20	$684.20	12.0%	$5,015.80
120	D15 - Headworks Bldg. - DI Pipe, Fittings & Valves	$47,200.00	$47,200.00	$0.00	$0.00	$47,200.00	100.0%	$0.00
121	D15 - Headworks Bldg. - Sch 80 PVC Drains	$9,000.00	$9,000.00	$0.00	$0.00	$9,000.00	100.0%	$0.00
122	D15 - Ex. Digester Bldg. Mixing Sys. Air Comp. Room - 2" SS Air Pip	$11,600.00	$5,800.00	$5,800.00	$0.00	$11,600.00	100.0%	$0.00
123	D15 - Ex. Digester Bldg. Mixing Sys. Air Comp. Room - 2" Sch 40 PV	$3,200.00	$0.00	$3,200.00	$0.00	$3,200.00	100.0%	$0.00
124	D15 - Ex. Digester Tank - 6" DI Pipe & Fittings w/Elec. Actuated T-Va	$43,000.00	$43,000.00	$0.00	$0.00	$43,000.00	100.0%	$0.00
125	D15 - Ex. Digester Tank - 10" SS Pipe & Valve Air Supply Line to Mar	$19,500.00	$19,500.00	$0.00	$0.00	$19,500.00	100.0%	$0.00
126	D15 - Ex. Digester Tank - Pipe Penetrations to Tank by Mack Ind.	$15,700.00	$15,700.00	$0.00	$0.00	$15,700.00	100.0%	$0.00
127	D15 - Digester Blower Pad - 10" & 8" SS Pipe, Fittings & Valves	$15,800.00	$15,800.00	$0.00	$0.00	$15,800.00	100.0%	$0.00
128	D15 - SBR Tanks - Install Process Sensors & Instrumentation	$12,000.00				$0.00		$12,000.00
	PLUMBING							
129	D15 - Headworks Bldg. - Sch 80 PVC Water Pipe, Fittings, Valves, BF	$35,800.00	$35,800.00	$0.00	$0.00	$35,800.00	100.0%	$0.00
130	D15 - Centrifuge Bldg. - Sch 80 PVC Water Pipe, Fittings, Valves, BFF	$46,200.00	$0.00	$4,620.00	$0.00	$4,620.00	10.0%	$41,580.00
131	D15 - Centrifuge Bldg. - Sch 80 PVC Drain Pipe, Fittings, Floor Drains	$16,700.00	$14,195.00	$0.00	$0.00	$14,195.00	85.0%	$2,505.00
132	D15 - Centrifuge Bldg. - Plumbing Fixtures & Eyewash/Shower	$32,800.00				$0.00		$32,800.00
	HVAC							
133	D15 - Electrical Bldg. - Split System HVAC Unit	$22,600.00				$0.00		$22,600.00
134	D15 - Centrifuge Bldg. - Exhaust Fans, Louvers, Unit Heaters	$29,900.00	$0.00	$0.00	$26,918.00	$26,918.00	90.0%	$2,982.00
	DIVISION 16 - ELECTRICAL							
	ELECTRICAL WORK BY S&S ELECTRIC							
135	D16 - Electrical Demolition	$163,500.00	$122,625.00	$0.00	$0.00	$122,625.00	75.0%	$40,875.00
136	D16 - Lighting - Material	$11,300.00	$11,300.00	$0.00	$0.00	$11,300.00	100.0%	$0.00
137	D16 - Lighting - Labor	$8,900.00				$0.00		$8,900.00
138	D16 - Gear - Material	$278,300.00	$180,895.00	$0.00	$0.00	$180,895.00	65.0%	$97,405.00
139	D16 - Gear - Labor	$60,900.00	$15,225.00	$0.00	$0.00	$15,225.00	25.0%	$45,675.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	15
Application Period:	12/01/23-12/31/23	Application Date:	12/31/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
140	D16 - Emergency Generator - Material	$382,500.00	$286,875.00	$0.00	$0.00	$286,875.00	75.0%	$95,625.00
141	D16 - Emergency Generator - Labor	$22,700.00	$11,350.00	$0.00	$0.00	$11,350.00	50.0%	$11,350.00
142	D16 - Devices - Material	$5,600.00	$560.00	$0.00	$0.00	$560.00	10.0%	$5,040.00
143	D16 - Devices - Labor	$7,300.00	$730.00	$0.00	$0.00	$730.00	10.0%	$6,570.00
144	D16 - Boxes/Troughs - Material	$101,900.00	$76,425.00	$0.00	$0.00	$76,425.00	75.0%	$25,475.00
145	D16 - Boxes/Troughs - Labor	$59,900.00	$34,143.00	$0.00	$0.00	$34,143.00	57.0%	$25,757.00
146	D16 - SCADA Equipment Install - Labor	$25,800.00				$0.00		$25,800.00
147	D16 - Conduit - Material	$380,500.00	$285,375.00	$0.00	$0.00	$285,375.00	75.0%	$95,125.00
148	D16 - Conduit - Labor	$634,000.00	$361,380.00	$0.00	$0.00	$361,380.00	57.0%	$272,620.00
149	D16 - Cable - Material	$487,600.00	$63,388.00	$0.00	$0.00	$63,388.00	13.0%	$424,212.00
150	D16 - Cable - Labor	$358,000.00	$46,540.00	$0.00	$0.00	$46,540.00	13.0%	$311,460.00
151	**D16 - Grounding - Material**	**$12,000.00**	**$3,240.00**	**$0.00**	**$0.00**	**$3,240.00**	**27.0%**	**$8,760.00**
152	**D16 - Grounding - Labor**	**$20,700.00**	**$5,175.00**	**$0.00**	**$0.00**	**$5,175.00**	**25.0%**	**$15,525.00**
153	D16 - Temporary Electric	$53,500.00	$41,195.00	$0.00	$0.00	$41,195.00	77.0%	$12,305.00
	BID ALTERNATE A - INFLUENT METERING VAULT							
154	Bonds & Insurance	$2,800.00	$2,800.00	$0.00	$0.00	$2,800.00	100.0%	$0.00
155	Demolition	$14,000.00	$14,000.00	$0.00	$0.00	$14,000.00	100.0%	$0.00
156	Excavation & Backfill	$7,600.00	$7,600.00	$0.00	$0.00	$7,600.00	100.0%	$0.00
157	Precast Concrete Vault	$23,000.00	$20,700.00	$2,300.00	$0.00	$23,000.00	100.0%	$0.00
158	Piping, Fittings, Valves & Supports	$45,000.00	$40,500.00	$2,250.00	$0.00	$42,750.00	95.0%	$2,250.00
159	16" Mag Meter	$14,600.00	$13,140.00	$0.00	$0.00	$13,140.00	90.0%	$1,460.00
160	Electrical Material	$16,000.00	$1,600.00	$0.00	$0.00	$1,600.00	10.0%	$14,400.00
161	Electrical Labor	$29,000.00				$0.00		$29,000.00
	BID ALTERNATE B - WAS METERING VAULT							
162	Bonds & Insurance	$4,400.00	$4,400.00	$0.00	$0.00	$4,400.00	100.0%	$0.00
163	Demolition	$14,700.00				$0.00		$14,700.00
164	Excavation & Backfill	$10,200.00	$5,100.00	$0.00	$0.00	$5,100.00	50.0%	$5,100.00
165	Precast Concrete Vault	$21,000.00	$10,500.00	$8,400.00	$0.00	$18,900.00	90.0%	$2,100.00
166	Piping, Fittings, Valves & Supports	$65,600.00	$0.00	$59,040.00	$0.00	$59,040.00	90.0%	$6,560.00
167	Flow Meters	$17,100.00				$0.00		$17,100.00
168	Misc. Metals	$23,000.00				$0.00		$23,000.00
169	Electrical Material	$33,000.00	$3,300.00	$0.00	$0.00	$3,300.00	10.0%	$29,700.00
170	Electrical Labor	$46,000.00				$0.00		$46,000.00
	CHANGE ORDER #1							
171	CHANGE ORDER #1	$498,183.42	$498,183.42	$0.00	$0.00	$498,183.42	100.0%	$0.00
172	CHANGE ORDER #2	$41,179.57	$41,179.57	$0.00	$0.00	$41,179.57	100.0%	$0.00
173	CHANGE ORDER #3	$90,351.00	$36,140.34	$9,035.10	$0.00	$45,175.44	50.0%	$45,175.56
	SubTotal	**$10,780,713.99**	**$6,644,481.33**	**$260,069.10**	**$383,595.80**	**$7,288,146.23**	**67.6%**	**$3,492,567.76**

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Stored Material Summary

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT							Application Number:	15		
Application Period:	12/01/23-12/31/23							Application Date:	12/31/2023		
A		B	C		D		E		F		G
					Stored Previously				Incorporated in Work		
Bid Item No.	Supplier Invoice No.	Submittal No. (with Specification Section	Storage Location	Description of Materials or Equipment Stored	Date Placed into Storage (Month/Year)	Amount ($)	Amount Stored this Month ($)	Subtotal Amount Completed and Stored to Date (D + E)	Date (Month/ Year)	Amount ($)	Materials Remaining in Storage ($) (D + E - F)
34, 37, 42, 158, 166	S100204638.001		Inwood shop	CITCO Water - Piping, Valves, Fittings for Yard Piping & Bid Alternates	1/2023	$16,302.08		$16,302.08	9/2023	$11,193.08	$5,109.00
111, 113, 117, 119, 158, 166	S100198279.001		Inwood shop	CITCO Water - Piping, Valves, Fittings for Mechanical Piping & Bid Alternates	1/2023	$33,962.32		$33,962.32	12/2023	$22,172.47	$11,789.85
136	3624349		onsite	Scott Electric - lighting	1/2023	$3,299.00		$3,299.00	3/2023	$3,299.00	
42	S100204638.002		Inwood shop	CITCO Water - Piping, Valves, Fittings for Yard Piping	1/2023	$5,281.95		$5,281.95	9/2023	$5,281.95	
158	S100198279.002		Inwood shop	CITCO Water - Piping, Valves, Fittings for Bid Alternate A	1/2023	$7,075.75		$7,075.75	10/2023	$7,075.75	
138	S6606924.005, S6606924.003		onsite	Schaedler yesco electrical material for gear	2/2023	$2,481.00		$2,481.00	3/2023	$2,481.00	
13	21073974		Inwood shop	ISCO Industries Piping for Bypass pump	2/2023	$6,795.23		$6,795.23	3/2023	$6,795.23	
43	S100207506.001		Inwood shop	CITCO Water - Nyloplast Drain Basins	2/2023	$14,097.00		$14,097.00	4/2023	$14,097.00	
171	483242		Inwood shop	Skyline Steel - H-Piles	3/2023	$62,060.00		$62,060.00	4/2023	$62,060.00	
106	6183.03-05		Inwood shop	Enviromix, Inc. - Digester Aeration & Mixing Sys w/Controls	3/2023	$259,425.00		$259,425.00	9/2023	$259,425.00	
157,165	MIVC0029470		Inwood shop	Mack Industries - PS Meter Vault, WAS Valve Vault	4/2023	$33,815.00		$33,815.00	12/2023	$33,815.00	
102	902090889		Inwood shop	Veolia UV System	4/2023	$237,600.00		$237,600.00	10/2023	$237,600.00	
117	S100211394.001		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$5,774.80		$5,774.80	12/2023	$5,774.80	
117	S100209868.002		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$4,582.50		$4,582.50	12/2023	$4,582.50	
117	S100198279.004		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$3,386.75		$3,386.75	12/2023	$3,386.75	
111,120	S100209822.004		Inwood shop	CITCO Water - Process Piping for HW Bldg & Inf PS	4/2023	$11,549.36		$11,549.36	7/2023	$4,339.41	$7,209.95
33	S100213814.001		Inwood shop	CITCO Water - Yard Piping for Water Svc to Centrifuge Bldg	4/2023	$5,871.20		$5,871.20	8/2023	$5,871.20	
158	S100211150.003		Inwood shop	CITCO Water - Piping for Bid Alternate A - Inf. Metering Vault	4/2023	$5,581.64		$5,581.64	9/2023	$5,581.64	
105	9865-1, 9865-2		Inwood shop	Envirodyne Systems Inc. - Grit Removal System	4/2023	$70,462.00		$70,462.00	7/2023	$70,462.00	
13	0134274-IN		Inwood shop	Precision Pump & Valve - Pumps for bypass	4/2023	$32,204.00		$32,204.00	5/2023	$32,204.00	
103,104	93254		Inwood shop	Zima Corporation - Bar Screen, Washer/Compactor	4/2023	$165,750.30		$165,750.30	7/2023	$165,750.30	
108	220802-1		Inwood shop	Micro-Tech Designs, Inc. - SCADA equipment	4/2023	$36,698.00		$36,698.00			$36,698.00
106	6183.06		Inwood shop	Enviromix, Inc. - Diffusers, Aeration piping, pipes/supports	5/2023	$77,827.50		$77,827.50	9/2023	$77,827.50	
125,127	683		Inwood shop	B.A. Martin Welding - SS Piping for Digester	5/2023	$18,779.95		$18,779.95	10/2023	$18,779.95	
71-75	1457		Inwood shop	Southern Steel Products Company - Misc. Metals for Cent. Bldg	5/2023	$38,450.00		$38,450.00	10/2023	$35,450.00	$3,000.00
95-96	9261		Inwood shop	Pumpman Pittsburgh - Submersible Pumps	5/2023	$200,809.00		$200,809.00			$200,809.00
105	9865-3		Inwood shop	Envirodyne Systems Inc. - Grit Removal System	6/2023	$134,158.00		$134,158.00	8/2023	$134,158.00	
166	S100198279.005		Inwood shop	CITCO Water - Plug valves	7/2023	$26,796.00		$26,796.00	12/2023	$26,796.00	
106	6183.07		Inwood shop	Enviromix, Inc. - Digester Blowers	7/2023	$181,597.50		$181,597.50	10/2023	$181,597.50	
97	PSI-31936		Inwood shop	Centrisys - Centrifuge System	9/2023	$499,840.00		$499,840.00	10/2023	$424,840.00	$75,000.00
108	220802-2		Inwood shop	Micro-Tech Designs, Inc. - Controls and Instrumentation	9/2023	$14,087.00		$14,087.00			$14,087.00
134	111977-00		Inwood shop	Aircon Engineering - Unit Heaters, Louvers, Split System	9/2023	$26,918.00		$26,918.00			$26,918.00
83	1327		Inwood shop	Kephart Plaster and Stone - EIFS Outsulation	11/2023	$13,000.00		$13,000.00	12/2023	$13,000.00	
78	10033728		Inwood shop	Fibergrate Composite Structures - FRP Ladder	11/2023	$2,975.00		$2,975.00			$2,975.00
166	S100234535.004		Inwood shop	CITCO Water - DI Piping	11/2023	$8,800.61		$8,800.61	12/2023	$8,800.61	
				Totals		**$2,268,093.44**		**$2,268,093.44**		**$1,884,497.64**	$383,595.80

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Date: January 10, 2024

Charles Town Utility Board
2022 Renewal and Replacement Project
Schedule B

A. COST OF PROJECT	APPROVED CONSTRUCTION BUDGET	Paid by CTUB from Operating Account 10/12/2023-11/15/2023	Paid by CTUB from Operating Account 11/16/2023-12/13/2023	Resolution No. 10 Contractor's Application for Payment No. 10	Resolution No. 11 Contractor's Application for Payment No. 11	Resolution No. 12 Contractor's Application for Payment No. 12	Resolution No. 13 Contractor's Application for Payment No. 13	Resolution No. 14 Contractor's Application for Payment No. 14	Resolution No. 15 Contractor's Application for Payment No. 15	BALANCE REMAINING
1 **CONSTRUCTION**										
a. Contract	$ 10,151,000.00			$ 883,714.54	$ 258,654.49	$ 872,951.21	$ 511,920.76	$ 514,352.61	$ 157,984.22	$ 3,811,799.51
b. Construction Contingency 5% - (See note #2 & #5 below)	$ 376,019.43									$ 376,019.43
c. Change Order #1 (See note #1 below)	$ 498,183.42									$ -
d. Change Order #2	$ 41,179.57				$ 41,179.57					$ -
e. Change Order #3	$ 90,351.00					$ 22,587.75	$ 8,131.59	$ 5,421.00	$ 9,035.10	$ 45,175.56
2 **ENGINEERING SERVICES**										
GDF Engineering fees (including CA and RPR)	$ 760,000.00	$ 35,689.89	$ 13,033.75							$ 56,975.33
Additional RPR inspection	$ 125,000.00									$ 125,000.00
Initial GDF R&R Report	$ 40,082.50									$ -
3 **LEGAL SERVICES**										
a. Local Project Attorney	$ 20,000.00	$ 2,751.25								$ 14,392.75
4 **ADMINISTRATIVE SERVICES**										
a. Project Accountant (CPA)	$ 20,000.00	$ 200.00								$ 9,112.50
b. Other Administrative Costs	$ 10,000.00									$ 3,151.74
5 **Total Project Costs Lines 1-6**	**$ 12,131,815.92**	**$ 38,641.14**	**$ 13,033.75**	**$ 883,714.54**	**$ 299,834.06**	**$ 895,538.96**	**$ 520,052.35**	**$ 519,773.61**	**$ 167,019.32**	**$ 4,441,626.82**

B. SOURCES OF FUNDS	APPROVED PROJECT FUNDING									
1 PROJECT FUNDS										
Internal Funds & EEG Grant										
a. Capacity Improvement Fees	$ 1,170,163.00									$ 1,170,163.00
b. Renewal & Replacement (See note #3 & #4 below)	$ 500,000.00									$ 1,816.58
c. Operating Cash	$ 1,515,122.92	$ (38,641.14)	$ (13,033.75)							$ 748,672.74
d. EEG Grant Funds	$ 1,966,030.00							$ (519,773.61)		$ 1,446,256.39
Total Internal Funds & EEG Grant Funds	**$ 5,151,315.92**									**$ 3,366,908.71**
Bond Proceeds										
e. 2022B & 2022C Construction Fund Account	**$ 6,980,500.00**			$ (883,714.54)	$ (299,834.06)	$ (895,538.96)	$ (520,052.35)	$ -	$ (167,019.32)	**$ 1,074,718.11**
Total Funds Available	**$ 12,131,815.92**	**$ (38,641.14)**	**$ (13,033.75)**	**$ (883,714.54)**	**$ (299,834.06)**	**$ (895,538.96)**	**$ (520,052.35)**	**$ (519,773.61)**	**$ (167,019.32)**	**$ 4,441,626.82**

Note #1 - March 1, 2023 this line item was increased to include the full amount of Change Order #1. Internal funds that were previously allocated for the Collection System project will be dedicated to this Change Order. This will require an increase of the requested funds from CWSRF for the Collection System Project.
Note #2 - March 8, 2023 this line item was decreased by $41,179.57 to include the full amount of Change Order #2.
Note #3 - Pay App #7 in the amount of $1,068,229.84 includes $298,910 from Change Order #1. $769,319.84 will be paid from the 2022B and $298,910 will be paid from the Renewal & Replacement Account.
Note #4 - Pay App #8 in the amount of $872,756.88 includes the remaining balance of $199,273.42 from Change Order #1. $673,483.46 will be paid from the 2022B and $199,273.42 will be paid from the Renewal & Replacement Account.
Note #5 - August 23, 2023 this line item was decreased by $90,351 to include the full amount of Change Order #3.

Charles Town Utility Board

Task 19 2023 Collection System Project Summary

January 5, 2024

Final plans and specifications sent to CTUB and DEP 12/12/2024

Easements

- RK&K has provided updated drawings to CTUB and ERM incorporating property owner comments

Permitting

- Army Corps of Engineers – wetland delineation needed (Scope of Work Change 5)
- Department of Highways – preliminary plans have been submitted. Once receive final comments from CTUB & DEP, will submit permit.
- Department of Natural Resources – will start once complete wetland delineation
- USFWS – will start once complete wetland delineation
- Department of Environmental Protection Erosion and Sediment – in progress
- Department of Environmental Protection System Modifications – in progress
- Jefferson County – not needed
- Ranson – discussing with City

Schedule

1. Final Design Phase
    a. Final Submission – December 2023
2. Permitting
    a. C&H Clearance – obtained
    b. DEP E&S – anticipate May 2024
    c. DEP Minor Mod – anticipate March 2024
    d. DOH – anticipate April 2024
    e. ACOE/DNR/USFWS – anticipate May 2024
3. Binding Commitment
    a. CWSRF – anticipate May 2024
    b. WDA – obtained
4. Bidding
    a. Request Approval to Advertise – June 2024
    b. Bid Opening – July 2024
5. Construction
    a. Notice to Proceed – October 2024
    b. Construction (18 months) – March 2026

Cost Estimate

- See attached dated 12/06/2023

No.	Description	Quantity	Unit	Unit Price	Total Price
	CTUB 2022 COLLECTION SYSTEM PROJECT - DECEMBER 2023 ESTIMATE				
1	Mobilization	1	LS	$ 150,000	$ 150,000
2	Traffic Control	1	LS	$ 150,000	$ 150,000
3	Audio Visual Taping	1	LS	$ 15,000	$ 15,000
4	Erosion and Sediment Control	1	LS	$ 75,000	$ 75,000
5	Burr East PS Demolition	1	LS	$ 27,500	$ 27,500
6	Moose Lodge PS Demolition	1	LS	$ 11,000	$ 11,000
7	Jett's Farm PS Demolition	1	LS	$ 11,000	$ 11,000
8	Flowing Springs PS Demolition	1	LS	$ 66,000	$ 66,000
9	Forrest Street PS Demolition	1	LS	$ 13,200	$ 13,200
10	11th Avenue PS Demolition	1	LS	$ 13,200	$ 13,200
11	Burr East PS	1	LS	$ 388,300	$ 388,300
12	Moose Lodge PS	1	LS	$ 255,200	$ 255,200
13	Jett's Farm PS	1	LS	$ 281,600	$ 281,600
14	Flowing Springs PS	1	LS	$ 2,563,000	$ 2,563,000
15	Lakeland PS	1	LS	$ 738,100	$ 738,100
16	Grinder Pump 1	1	LS	$ 8,800	$ 8,800
17	Grinder Pump 2	1	LS	$ 8,800	$ 8,800
18	Bypass Pump - Burr East PS	1	LS	$ 88,000	$ 88,000
19	Bypass Pump - Jett's Farm PS	1	LS	$ 55,000	$ 55,000
20	Bypass Pump - Samuel Street PS	1	LS	$ 5,500	$ 5,500
21	Bypass Pump - Flowing Springs PS	1	LS	$ 55,000	$ 55,000
22	Bypass Pump - Forrest Ave. PS	1	LS	$ 5,000	$ 5,000
23	Bypass Pump - 11th Street PS	1	LS	$ 5,000	$ 5,000
24	Bypass Pump - Evitt's Run	1	LS	$ 82,500	$ 82,500
25	Pump and Haul - Moose Lodge PS	1	LS	$ 11,000	$ 11,000
26	Pump and Haul - Evitt's Run Interceptor	1	LS	$ 55,000	$ 55,000
27	Pump and Haul - Magnolia Springs PS	1	LS	$ 5,500	$ 5,500
28	Pump and Haul - Clarence Drive PS	1	LS	$ 5,500	$ 5,500
29	4" SDR 35 PVC Sewer	100	LF	$ 40	$ 4,000
30	6" SDR 35 PVC Sewer (D<8')	20	LF	$ 70	$ 1,400
31	8" SDR 35 PVC Sewer (D<8')	1,100	LF	$ 80	$ 88,000
32	8" SDR 35 PVC Sewer (8'<D<12')	200	LF	$ 100	$ 20,000
33	8" SDR 35 PVC Sewer (D<12')	200	LF	$ 120	$ 24,000
34	10" SDR 35 PVC Sewer (D<8')	600	LF	$ 130	$ 78,000
35	12" SDR 35 PVC Sewer	80	LF	$ 140	$ 11,200
36	30" SDR 35 PVC Sewer	2,000	LF	$ 500	$ 1,000,000
37	6" C900 Class 165 PVC FM	2,200	LF	$ 80	$ 176,000
38	4" C900 Class 165 PVC FM	2,800	LF	$ 40	$ 112,000
39	2" SDR 9 HDPE FM (Slip Line)	1,400	LF	$ 30	$ 42,000
40	1.5" SDR 9 IPS HDPE FM (Slip Line)	900	LF	$ 25	$ 22,500
41	1.25" SDR 9 IPS HDPE FM	1,200	LF	$ 30	$ 36,000
42	4' Diameter Manhole (up to 6')	19	EA	$ 7,500	$ 142,500
43	4' Diameter Manhole Extension	50	VF	$ 500	$ 25,000
44	4' Diameter Doghouse Manhole (Up to 6')	10	EA	$ 8,000	$ 80,000
45	Manhole Frame and Cover - Highway	26	EA	$ 1,000	$ 26,000
46	Manhole Frame and Cover - Watertight	5	EA	$ 1,000	$ 5,000
47	Inside Drop Connection	5	EA	$ 2,500	$ 12,500
48	Connect to Existing	10	EA	$ 5,000	$ 50,000
49	Mainline Cleanout	1	EA	$ 1,900	$ 1,900
50	Air Release Vacuum Combination Valve Assembly	4	EA	$ 7,000	$ 28,000
51	Flushing Valve	4	EA	$ 7,000	$ 28,000
52	Burr East FM Connection	1	LS	$ 11,000	$ 11,000
53	Jett's Farm FM Connection	1	LS	$ 11,000	$ 11,000
54	Manhole Riser Extension	5	VF	$ 500	$ 2,500
55	Internal Manhole Lining	90	VF	$ 500	$ 45,000
56	6" SDR 35 PVC Lateral	200	LF	$ 60	$ 12,000
57	Reconnect Lateral Service Connection	16	EA	$ 700	$ 11,200
58	8" x 6" Wye	14	EA	$ 250	$ 3,500
59	12" Steel Casing Open Cut	80	LF	$ 110	$ 8,800
60	16" Steel Casing Open Cut	80	LF	$ 120	$ 9,600
61	48" Steel Casing Open Cut	80	LF	$ 1,500	$ 120,000
62	Test Pit Excavation and Refill	7	EA	$ 2,000	$ 14,000
63	Launching/Receiving Pit	7	EA	$ 1,000	$ 7,000
64	Asphalt Trench Patch (Base)	80	TON	$ 200	$ 16,000
65	Asphalt Trench Patch (Wearing)	50	TON	$ 210	$ 10,500
66	Aggregate for Backfill	900	CY	$ 60	$ 54,000
67	Flowable FIll	50	CY	$ 200	$ 10,000
68	Remove Manhole	13	EA	$ 1,000	$ 13,000
69	Concrete Curb Repair	10	LF	$ 100	$ 1,000
70	Concrete Driveway Repair	10	CY	$ 200	$ 2,000
71	Miscellaneous Dip Fittings	500	LB	$ 10	$ 5,000
72	Class B Concrete	50	CY	$ 6	$ 300
73	Shoring - Augustine Avenue	1	LS	$ 50,000	$ 50,000
				Construction Subtotal	**$ 7,530,100**
	Construction Contingency	10%		$	752,900
	ESTIMATED CONSTRUCTION COST			**$**	**8,283,000**

CHARLES TOWN UTILITY BOARD
WATER/SEWER SYSTEMS UPGRADE PROJECTS

RUMMEL, KLEPPER & KAHL, LLP

TASK NO. 19
SCOPE OF WORK CHANGE NO. 05

PROFESSIONAL ENGINEERING & SURVEYING SERVICES

2022 COLLECTION SYSTEM PROJECT
ADDITIONAL DESIGN PHASE SERVICES

December 19, 2023

Being a part of Agreement Between
Charles Town Utility Board and Rummel, Klepper & Kahl, LLP
dated November 13, 2019

This Scope of Work Change No. 05 to Task No. 19 dated December 19, 2023, to the Agreement between Charles Town Utility Board (CTUB) and Rummel, Klepper, and Kahl, LLP (RK&K) dated November 13, 2019, is to provide wetland delineation services to meet the requirements for the Army Corps of Engineers permit.

Scope of Services

The scope of services included herein are consistent with the Design Phase Services included with the original Task No. 19. A wetland and stream delineation of the Project Area will be conducted and will document potentially jurisdictional aquatic features in accordance with the US Army Corps of Engineers delineation manual and regional supplement within the area of interest, as well as seeps, culverts, and tops of stream channels. This information will be compiled into a wetland delineation and stream identification report containing field work files, photographs, maps, and shapefiles.

Schedule

Subject to CTUB review time, RK&K anticipates an additional three (3) months to finalize the wetland delineation. Impacts to the schedule may occur outside of RK&K's and CTUB's ability to control (i.e. regulatory and permitting approvals, weather, etc.).

Estimated Person-Hours per Phase by Category, Engineer's Consultant Costs and Other Direct Costs

A fee derivation is attached as Page 3 which includes RK&K's estimated person-hours by category and other direct costs anticipated to complete the work for this project.

Materials and Resources Required of CTUB

- CTUB will be responsible for paying any permitting and regulatory agency fees.

Estimated Not-To-Exceed Fee

RK&K will provide the scope of services described above at an amount equal to Engineer's Direct Labor Costs times a factor of 2.8 for the services of Engineer's personnel engaged on the Project, plus Reimbursable Expenses.

The total estimated Not-to-Exceed fee to perform the work is $21,000.00

Task Order Summary

Original Task No. 19 (Design Phase):	$ 112,500.00
Net Change for Prior Amendments:	$ 535,390.00
This Amendment Amount:	$ 21,000.00
Adjusted Not-to-Exceed Amount:	$ 668,890.00

Authorization

This Scope of Work Change No. 05 to Task No. 19, CTUB 2022 Collection System Project, dated December 19, 2023, and being a part of the Agreement between Charles Town Utility Board and Rummel, Klepper & Kahl, LLP for Engineering Services for Water/Sewer Systems Upgrade Projects dated November 13, 2019, is approved by the following duly authorized officials:

Engineer: RUMMEL, KLEPPER & KAHL, LLP

_____ 12/19/2023

John W. Cole, PE — Date
Director

Owner: CHARLES TOWN UTILITY BOARD

_____ _____

John Nissel — Date
Chairman

FEE DERIVATION FOR RK&K - 12/19/2023

ENGINEERING AMENDMENT NO. 5

		RK&K Labor Task	Director	Project Manager	Project Designer	CADD Operator	Licensed Surveyor	Survey Technician	Instrument Operator	Totals
Revised Design Efforts	1	Coordination	2	20						22
	2	Additional Wetland Permitting Efforts		30						30
		Subtotal - Labor Hours	**2**	**50**	**0**	**0**	**0**	**0**	**0**	**52**
									Subtotal RK&K Direct Labor Costs	**$ 9,000.00**
									Subtotal Non-Labor Direct Costs	**$ 12,000.00**
									Total Fee - Revised Design Efforts	**$ 21,000.00**
									TOTAL ENGINEERING FEE	**$ 21,000.00**

159 Plaza Drive | Keyser, WV 26726 | P 304.788.3370 | www.rkk.com

January 5, 2024

Charles Town Utility Board
661 South George Street
Charles Town, WV 25414

SUBJECT: Charles Town Utility Board
Greenfield Force Main Upgrade
Recommendation of Contract Award

Kristen,

RK&K has reviewed the bid submitted by W.F. Delauter & Son, Inc dated December 21, 2023 for the Greenfield Force Main Upgrade. RK&K considers W.F. Delauter & Son, Inc. to be qualified for the work on this project and recommends award of the contract to W.F. Delauter & Son, Inc. in amount of $953,055.98.

If Charles Town Utility Board concurs with RK&K recommendation, please have the enclosed Notice of Award endorsed and return to RK&K for submission to W.F. Delauter & Son, Inc.

If you have any questions, do not hesitate to call Rhiannon Dodge or myself.

Very Sincerely Yours,

Rummel, Klepper & Kahl, LLP

John W. Cole, P.E.
Director

JWC:wjk

cc: File

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

NOTICE OF AWARD

Date of Issuance:			
Owner:	Charles Town Utility Board	Owner's Project No.:	
Engineer:	RK&K, LLP	Engineer's Project No.:	19339-022
Project:	Greenfield Force Main Upgrade		
Contract Name:			
Bidder:	W.F. Delauter & Son, Inc		
Bidder's Address:	2 Creamery Way, Emmitsburg, MD 21727		

You are notified that Owner has accepted your Bid dated **December 21, 2023** for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

Furnishing all labor, materials, and performance of work for the project consisting of upgrading the existing Greenfield force main from a 4" to a 6" and installing a flow meter at the Samuel Street Pump Station, and all other work necessary to complete the project as detailed in the contract documents and specifications.

The Contract Price of the awarded Contract is **$953,055.98 (Nine Hundred Fifty-Three Thousand, Fifty-Five Dollars and Ninety-Eight Cents).** Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

Four (4) unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☒ Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner **four (4)** counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent: None

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: **Charles Town Utility Board**

By *(signature)*: _____

Name *(printed)*: **John Nissel**

Title: **Chairman**

Copy: Engineer

EJCDC® C-510, Notice of Award.
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CHARLES TOWN UTILITY BOARD
GREENFIELD FORCE MAIN UPGRADE
DECEMBER 21, 2023

				W.F. Delauter & Son		Greenridge Contractors, Inc.		Snyder Environmental	
ITEM NO.	DESCRIPTION OF ITEM	UNIT	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization	LS	1	29,129.88	$29,129.88	44,000.00	$44,000.00	61,000.00	$61,000.00
2	Traffic Control	LS	1	15,300.00	$15,300.00	13,000.00	$13,000.00	11,800.00	$11,800.00
3	Erosion and Sediment Control	LS	1	24,985.12	$24,985.12	13,700.00	$13,700.00	10,750.00	$10,750.00
4	Audio Visual Taping	LS	1	1,000.00	$1,000.00	9,185.00	$9,185.00	1,235.00	$1,235.00
5	Pump and Haul Provisions	LS	1	24,991.91	$24,991.91	5,900.00	$5,900.00	10,200.00	$10,200.00
6	6" C900 Class 165 PVC Forcemain	LF	2,450	100.83	$247,033.50	83.00	$203,350.00	118.00	$289,100.00
7	Forcemain Flushing Connection	EA	2	5,146.27	$10,292.54	6,150.00	$12,300.00	7,475.00	$14,950.00
8	Connect to Proposed Manhole	EA	1	1,762.98	$1,762.98	1,380.00	$1,380.00	1,000.00	$1,000.00
9	4" Dia Manhole Doghouse (up to 6')	EA	1	7,798.02	$7,798.02	10,000.00	$10,000.00	7,230.00	$7,230.00
10	Manhole Frame and Cover (Watertight)	EA	1	1,140.51	$1,140.51	1,200.00	$1,200.00	1,130.00	$1,130.00
11	12" Steel Casing (Bore & Jack)	LF	150	946.25	$141,937.50	1,520.00	$228,000.00	1,924.00	$288,600.00
12	12" Steel Casing (Open Cut)	LF	50	268.17	$13,408.50	141.00	$7,050.00	230.00	$11,500.00
13	Air Release Valves	EA	1	10,081.29	$10,081.29	8,600.00	$8,600.00	10,725.00	$10,725.00
14	6" Plug Valve	EA	1	3,071.82	$3,071.82	3,700.00	$3,700.00	3,690.00	$3,690.00
15	6" TEE	EA	1	966.11	$966.11	1,170.00	$1,170.00	1,300.00	$1,300.00
16	Class B Concrete	CY	1	2,596.42	$2,596.42	700.00	$700.00	4,600.00	$4,600.00
17	Aggregate for Backfill	CY	750	40.35	$30,262.50	37.90	$28,425.00	78.00	$58,500.00
18	Asphalt Trench Patch (Base)	TON	60	484.56	$29,073.60	259.00	$15,540.00	219.00	$13,140.00
19	Asphalt Trench Patch (Wearing)	TON	30	708.46	$21,253.80	259.00	$7,770.00	291.00	$8,730.00
20	Pump Station Flow Meter Installation	LS	1	153,752.79	$153,752.79	96,400.00	$96,400.00	107,150.00	$107,150.00
21	Test Pit Excavation and Refill	EA	3	2,062.83	$6,188.49	694.00	$2,082.00	585.00	$1,755.00
22	US Route 340 Bore	LF	230	769.69	$177,028.70	1,520.00	$349,600.00	1,817.00	$417,910.00
	TOTAL BID				**$953,055.98**		**$1,063,053.00**		**$1,335,995.00**

TABULATED BY Wanda A. Kyles

CHECKED BY: RHIANNON A. DODGE REGISTERED 25527 STATE OF WEST VIRGINIA PROFESSIONAL ENGINEER 12/22/23





Summit Point Training Facility

Present and Future



Agenda

- History - About Us
- Present Day
- Current Customers and Partners
- Future Initiatives
- Challenges

SPTF Proprietary

History - About Us

Est. 1969

1970
- The Summit Point Training Facility opens as a commercial motorsports park, called Bill Scott Raceway (BSR).

1982
- The newly formed Special Operations Command (SOCOM) begins sending Special Operations units to BSR to conduct counter-terror/force-protection driver's training.

2003
- BSR becomes home to the Department of State (DOS) Interim Training Facility (ITF). Members of the Intelligence Community (IC), and many other US government agencies follow.

2018
- Xator Corporation acquires Bill Scott Raceway, propelling GovCon efforts.

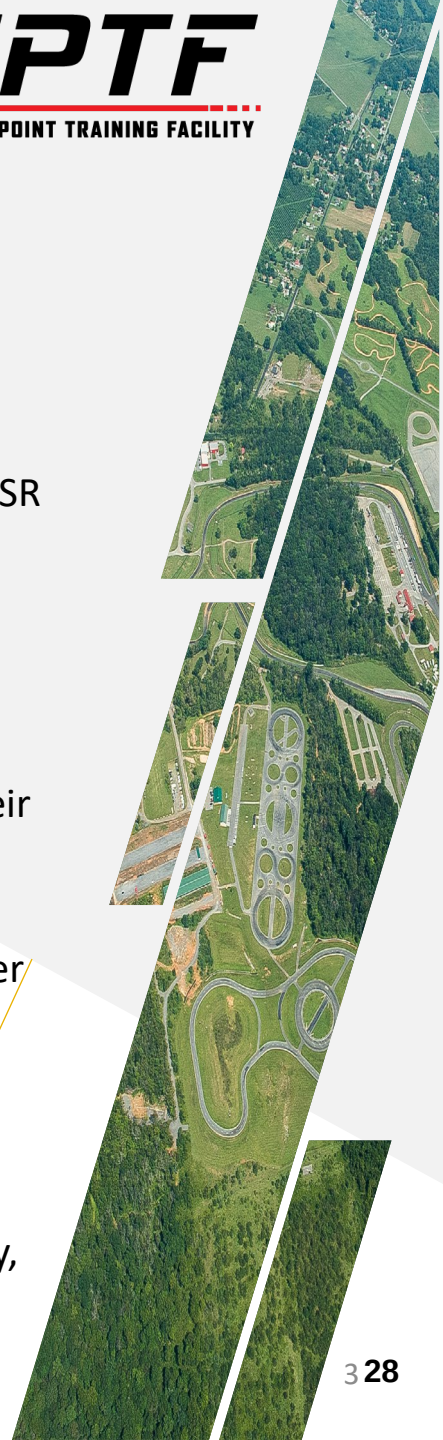
2019
- The Department of Homeland Security (DHS) largely replaces the DOS footprint when they move to their permanent facility in Blackstone VA, making way for additional growth and supporting expansion from the DHS Advanced Training Center (ATC) located in Harpers Ferry, WV.

2022
- Parsons Corporation acquires Xator Corporation, and Summit Point Training Facility is retained by former Xator private ownership.

2023
- After almost 50 years of being zoned Agricultural, Summit Point is re-zoned as commercial property.

2024
- Today, Summit Point is a privately owned Small Business, providing services in Training, Research Development Testing and Evaluation (RDT&E), Mission Support Services, and commercial Motorsports. Our valuable location and acreage, along with our partnership ability allows us to be a nexus of industry, connecting countless defense industry partners and Government customers at our facility in Jefferson County.

Today



Present Day

RDT&E, Mission Support Solutions, Training

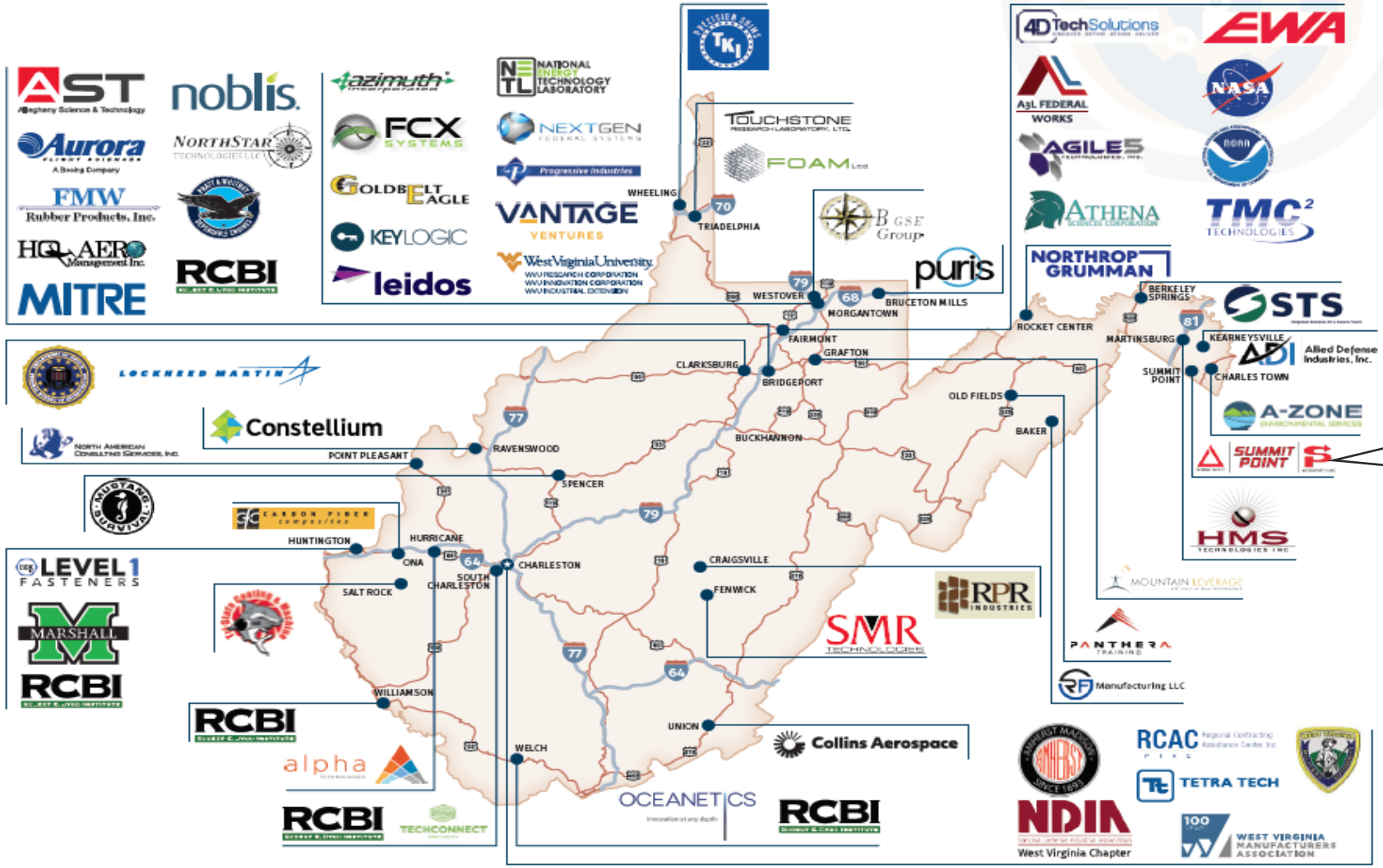
- Today, SPTF provides capabilities in:
  - Research, Development, Testing and Evaluation (RDT&E) support
    - Logistics, Procurement, and Warehousing
  - Mission Support Services (MSS)
    - Base Operations Support (BOS) / Facilities Support Services (FSS)
  - Hard-Skills Training
  - Commercial Motorsports
- Key differentiators:
  - One hour drive time to/from the Washington DC metro area and surrounding airports
  - Unrestricted Class E and Class G airspace
  - Integration hub
  - 3 High-Speed Racetracks, 5 tracks total
- Additional Capabilities/Site Data:
  - 786-acre, privately owned facility with Secret Facility Clearance
  - Modernized infrastructure (fiber beam wireless internet connectivity)
  - Full-time on-site EMS/Fire
  - Complete procurement and warehousing ability on-site
  - In-house facilities maintenance and management capability



YES

Located within driving distance to established sectors, contractors and agencies…

West Virginia's defense industry



SPTF is the 4th largest Defense contractor in the State of WV (2022)

Current Customers and Partners

Across Government and Industry

Government

- US. Department of State
  - USAID
- US. Department of Homeland Security
  - Customs and Border Protection
  - Border Patrol
- US. Department of Defense
  - SOCOM
  - US Cyber Command
- US. Department of Justice
  - Federal Bureau of Investigation
- The IC

Industry

- Parsons – $6.4B
  - 17,000 employees
- Applied Research Associates - $530M
  - 1,600 employees
- MSA Security - $200M
  - 1,500 employees
- Allied Universal - $7B
  - 800k employees
- Patriot Group International – $100M
  - 250 employees
- Matlock and Associates - $15M
  - 30 employees


TECHNOLOGIES
NORTHROP GRUMMAN
MAG AEROSPACE
gm DEFENSE
BERKELEY SPRINGS
STS
ROCKET CENTER
81
MARTINSBURG
KEARNEYSVILLE
ADI
Allied Defense Industries, Inc.
PARSONS
goTenna
SUMMIT POINT
CHARLES TOWN
ARA
IMPERATIVE SYSTEMS
A-ZONE
ENVIRONMENTAL SERVICES
MSA SECURITY
RELYANT GLOBAL
BAKER
ALLIED UNIVERSAL
There for you.
TRAINING FACILITY
SUMMIT POINT
MOTORSPORTS PARK
CACI
EVER VIGILANT
PATRIOT GROUP INTERNATIONAL
NDIA
National Defense Industrial Association
GLOBAL SOF FOUNDATION
ISOA
INTERNATIONAL STABILITY OPERATIONS ASSOCIATION
MARSHALL
MATLOCK
AARDVARK

Future Initiatives

Expansion, Growth, and Integration

- SPTF has solidified itself as a capabilities integrator - a single nexus of industry tech, training, RDT&E, mission support, and government interface.
- Our Motorsports organization continues to pull spectators and enthusiasts alike from more than 30 states, Canada and Mexico annually.
- We will continue to leverage our reach into industry, maximize partnerships with WV-based organizations and institutes of higher education, and continue to feed the consolidation of capability within Jefferson County.
- With these growth efforts continuing to expand, necessary infrastructure is paramount.
- Customer required building construction is certain, and likely going to be requested soon.



Challenges

Stable Water Utility Solution

- SP had two wells run dry this fall, challenging our operational ability.
  - We attempted to drill a new well, aquifer appears to be dry.
- We are connecting existing water requirements to other aquifers on our property.
  - This additional draw is a concern, as it is not unreasonable to assume that the health of the other aquifers may be in question as well.
- Current water reclamation areas limit our ability to maximize buildable square footage to meet customer requirements.

We need a stable, reliable, water and sewer solution.





Thank You.

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SPTF Proprietary

Charles Town
Utility Board
661 S. George Street, Suite 101 Charles Town, WV 25414
Phone: (304) 725-2316 ♦ Fax: (304) 725-7150 ♦ Web: www.ctubwv.com

MEMORANDUM TO THE BOARD OF DIRECTORS

FROM: Kristen Stolipher, Utility General Manager
SUBJECT: Utility General Manager's Report
DATE: January 10, 2024

ADMINISTRATIVE

- Customer Counts
  - Sewer 8,795
  - Water 6,818

- **Water and Sewer Rate Adjustments**
  - Passed 2nd Reading on January 2, 2024
  - Tariff to be submitted to WV PSC and new rate structure implemented in February 2024

WATER

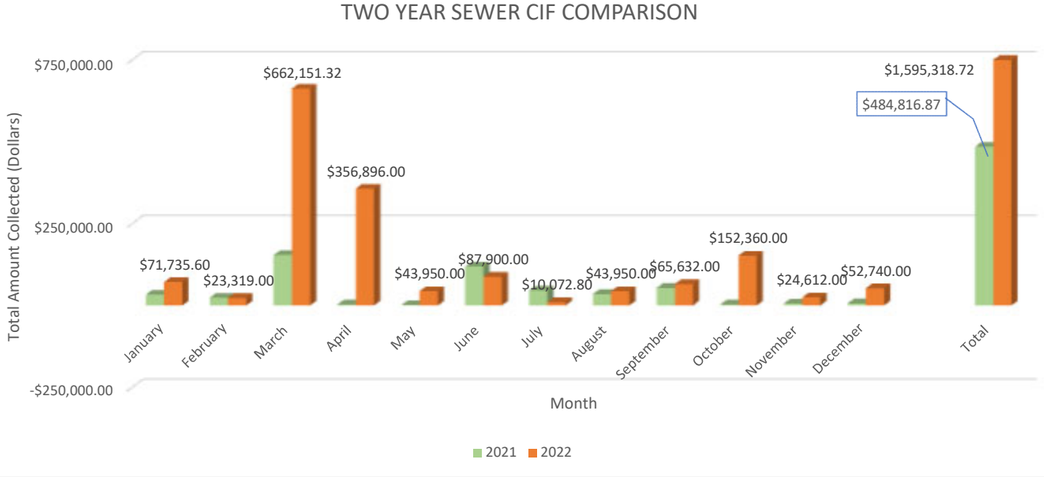
Source Water Protection Plan update required by May 2024 – Dewberry to assist with preparation

SEWER

Sewer Strategic Plan update in 1st Quarter 2024

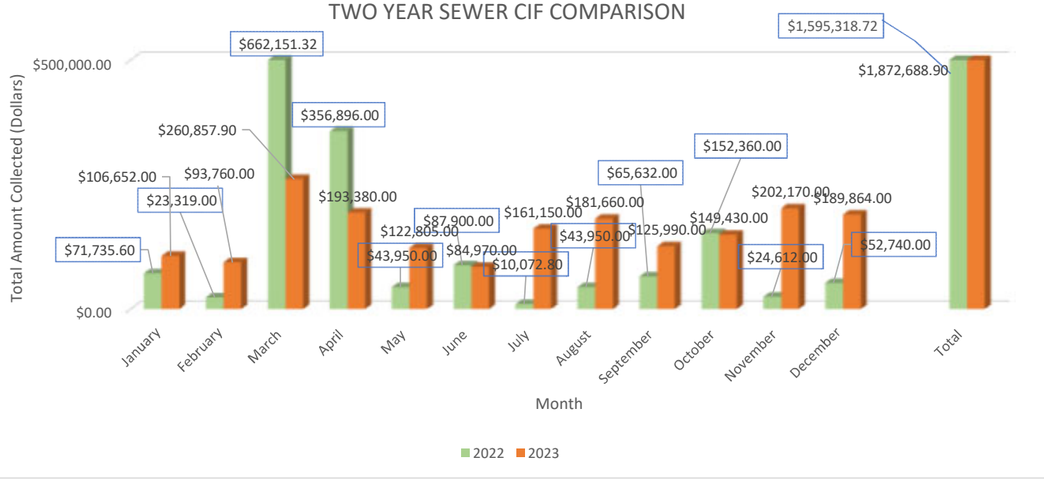
Charles Town Utility Board
2022 Capacity Improvement Fee Collections/EDU for Sewer

Month	Commercial	Residential	Total Number of EDU's	Total Sewer CIF Collected	CIF Paid to Ranson	Total
Jan-22	1.53	29	30.53	$ 71,735.60		$ 71,735.60
Feb-22	0	17	17	$ 23,319.00		$ 23,319.00
Mar-22	146.59	34	180.59	$ 662,151.32		$ 662,151.32
Apr-22	0	129	129	$ 389,396.00	$ 32,500.00	$ 356,896.00
May-22	0	15	15	$ 43,950.00		$ 43,950.00
Jun-22	0	30	30	$ 87,900.00		$ 87,900.00
Jul-22	0.04	3	3.04	$ 10,072.80		$ 10,072.80
Aug-22	0	15	15	$ 43,950.00		$ 43,950.00
Sep-22	0.4	22	22.4	$ 90,007.00	$ 24,375.00	$ 65,632.00
Oct-22	0	52	52	$ 175,110.00	$ 22,750.00	$ 152,360.00
Nov-22	0	8	8.4	$ 24,612.00		$ 24,612.00
Dec-22	0	18	18	$ 52,740.00		$ 52,740.00
Total 2022	**148.56**	**335.40**	**520.96**	**$ 1,674,943.72**	**$ 79,625.00**	**$ 1,595,318.72**

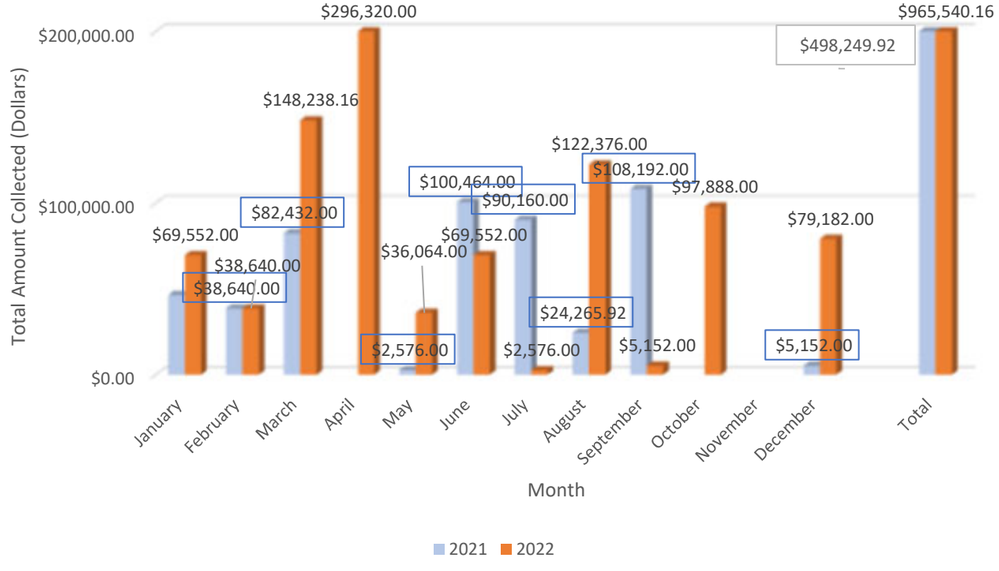


Charles Town Utility Board
2023 Capacity Improvement Fee Collections/EDU for Sewer

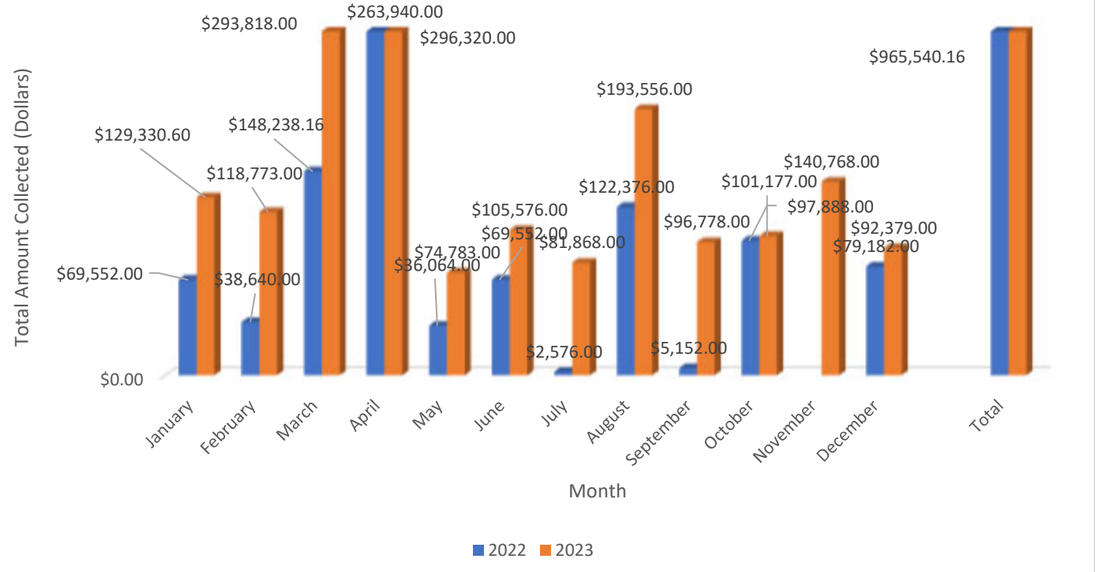
Month	Commercial	Residential	Total Number of EDU's	Total Sewer CIF Collected	CIF Paid to Ranson	Total
Jan-23		36.4	36.4	$ 116,402.00	$ 9,750.00	$ 106,652.00
Feb-23		32	32	$ 93,760.00		$ 93,760.00
Mar-23	4.03	85	89.03	$ 286,906.65	$ 26,048.75	$ 260,857.90
Apr-23		66	66	$ 206,380.00	$ 13,000.00	$ 193,380.00
May-23	5.19	36	41.19	$ 139,380.00	$ 17,550.00	$ 122,805.00
Jun-23		29	29	$ 84,970.00		$ 84,970.00
Jul-23		55	55	$ 237,525.00	$ 76,375.00	$ 161,150.00
Aug-23		62	62	$ 202,785.00	$ 21,125.00	$ 181,660.00
Sep-23		43	43	$ 156,865.00	$ 30,875.00	$ 125,990.00
Oct-23		51	51	$ 191,680.00	$ 42,250.00	$ 149,430.00
Nov-23		69	69	$ 237,920.00	$ 35,750.00	$ 202,170.00
Dec-23	33	32	65	$ 196,364.00	$ 6,500.00	$ 189,864.00
Total 2023	**42.02**	**491.4**	**638.42**	**$ 2,150,937.65**	**$ 279,223.75**	**$ 1,872,688.90**



Charles Town Utility Board 2022 Capacity Improvement Fee Collections/EDU for Water				
Month	Commercial	Residential	Total Number of EDU's	Total Water CIF
Jan-22		27	27	$ 69,552.00
Feb-22		15	15	$ 38,640.00
Mar-22	39.35	30	69.35	$ 148,238.16
Apr-22	23.03	92	115.03	$ 296,320.00
May-22		14	14	$ 36,064.00
Jun-22		27	27	$ 69,552.00
Jul-22		1	1	$ 2,576.00
Aug-22	36	12	47.5	$ 122,376.00
Sep-22		2	2	$ 5,152.00
Oct-22	0	38	38	$ 97,888.00
Nov-22	0	0	0	
Dec-22	0	18	18	$ 79,182.00
Total 2022	**97.88**	**238**	**373.88**	**$ 965,540.16**



2023 Capacity Improvement Fee Collections/EDU for Water				
Month	Commercial	Residential	Total Number of EDU's	Total Water CIF
Jan-23		30.4	30.4	$ 129,330.60
Feb-23		27	27	$ 118,773.00
Mar-23		81.5	81.5	$ 293,818.00
Apr-23		60	60	$ 263,940.00
May-23		17	17	$ 74,783.00
Jun-23		24	24	$ 105,576.00
Jul-23	24.95	4	28.95	$ 81,868.00
Aug-23		44	44	$ 193,556.00
Sep-23		22	22	$ 96,778.00
Oct-23		23	23	$ 101,177.00
Nov-23		32	32	$ 140,768.00
Dec-23		21	21	$ 92,379.00
Total 2023	**24.95**	**362.9**	**410.85**	**$ 1,692,746.60**



CHARLES TOWN UTILITY BOARD
WASTEWATER TREATMENT PLANT FLOW DATA

CHARLES TOWN WASTEWATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	Total Available (gpd)	Total Available (EDU's)
2015	1.75	384	1.05	0.7	700,000	4,667
2016	1.75	419	1.14	0.61	610,000	4,067
2017	1.75	393	1.08	0.67	670,000	4,467
2018	1.75	491	1.34	0.41	410,000	2,733
2019	1.75	459	1.26	0.49	490,000	3,267
2020	1.75	419.7	1.15	0.60	603,333	4,022
2021	1.75	401.61	1.11	0.64	637,500	4,250
2022	1.75	387.15	1.06	0.69	687,500	4,583
2023	1.75	382.28	1.06	0.69	694,167	4,628

TUSCAWILLA WASTEWATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	Total Available (gpd)	Total Available (EDU's)
2015	0.5	48	0.13	0.37	370,000	2,467
2016	0.5	49	0.13	0.37	370,000	2,467
2017	0.5	48	0.14	0.36	360,000	2,400
2018	0.5	78	0.21	0.29	290,000	1,933
2019	0.5	55.24	0.15	0.35	350,000	2,333
2020	0.5	1.09	0.16	0.34	340,000	2,267
2021	0.5	32.55	0.10	0.40	400,833	2,672
2022	0.5	62.8	0.17	0.33	328,333	2,189
2023	0.5	83.78	0.23	0.27	270,000	1,800

Total EDU's available between CT and Tuscawilla	
2015	7,133
2016	6,533
2017	6,867
2018	4,667
2019	5,600
2020	6,289
2021	6,922
2022	6,772
2023	6,428

Legend:
MGD= Million gallons per day
MG=million gallons
gpd= gallons per day
EDU= Equivalent Dwelling Unit (150 gpd)

2021		
	Total (MG)	AVERAGE (MG)
JANUARY	35.83	1.22
FEBRUARY	32.98	1.18
MARCH	36.39	1.17
APRIL	34.33	1.18
MAY	33.24	1.07
JUNE	36.24	1.21
JULY	30.99	1.00
AUGUST	29.94	0.97
SEPTEMBER	36.36	1.17
OCTOBER	29.97	0.97
NOVEMBER	30.12	1.00
DECEMBER	35.22	1.21
Annual Total	401.61	1.11

2022		
	Total (MG)	AVERAGE (MG)
JANUARY	37.25	1.20
FEBRUARY	33.8	1.21
MARCH	33.28	1.07
APRIL	32.98	1.1
MAY	35.86	1.16
JUNE	29.9	1.00
JULY	29.78	0.96
AUGUST	30.19	1.01
SEPTEMBER	29.62	0.96
OCTOBER	29.02	0.94
NOVEMBER	30.09	1.00
DECEMBER	35.38	1.14
Annual Total	387.15	1.06

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	36.55	1.21
FEBRUARY	28.96	1.03
MARCH	30.46	1.02
APRIL	29.52	0.98
MAY	30.78	0.99
JUNE	29.64	0.99
JULY	31.2	1.01
AUGUST	29.96	1.00
SEPTEMBER	33.38	1.11
OCTOBER	33.02	1.07
NOVEMBER	33.61	1.12
DECEMBER	35.2	1.14
Annual Total	382.28	1.06

2021		
	Total (MG)	AVERAGE (MG)
JANUARY	0.52	0.07
FEBRUARY	2.22	0.08
MARCH	4.22	0.14
APRIL	1.12	0.04
MAY	0.89	0.03
JUNE	3.37	0.11
JULY	3.9	0.13
AUGUST	3.6	0.12
SEPTEMBER	4.53	0.15
OCTOBER	3.94	0.13
NOVEMBER	3.73	0.12
DECEMBER	0.51	0.07
Annual Total	32.55	0.10

2022		
	Total (MG)	AVERAGE (MG)
JANUARY	0	0
FEBRUARY	0	0
MARCH	4.34	0.14
APRIL	4.68	0.16
MAY	6.03	0.19
JUNE	6.21	0.21
JULY	6.48	0.21
AUGUST	7.01	0.23
SEPTEMBER	7.11	0.24
OCTOBER	7.27	0.23
NOVEMBER	6.94	0.23
DECEMBER	6.73	0.22
Annual Total	62.8	0.17

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	7.3	0.24
FEBRUARY	6.38	0.23
MARCH	6.41	0.21
APRIL	6.13	0.20
MAY	6.30	0.20
JUNE	6.89	0.23
JULY	7.31	0.24
AUGUST	7.7	0.25
SEPTEMBER	6.98	0.23
OCTOBER	6.92	0.22
NOVEMBER	7.22	0.24
DECEMBER	8.24	0.27
Annual Total	83.78	0.230

CHARLES TOWN UTILITY BOARD
WATER TREATMENT PLANT FLOW DATA

CHARLES TOWN WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	Total Available (gpd)	Total Available (EDU's)
2019	2.8	644.32	1.77	1.03	1,034,980	6,900
2020	2.8	615.64	1.68	1.12	1,117,946	7,453
2021	2.8	601.87	1.64	1.16	1,164,627	7,764
2022	2.8	588.97	1.60	1.20	1,204,163	8,028
2023	2.8	602.24	1.63	1.17	1,168,256	7,788

2021		
	Total (MG)	AVERAGE (MG)
JANUARY	50,030,727	1,613,894
FEBRUARY	45,304,029	1,618,001
MARCH	50,881,983	1,641,354
APRIL	49,098,224	1,636,607
MAY	53,910,537	1,739,050
JUNE	53,051,728	1,711,346
JULY	53,198,248	1,716,073
AUGUST	54,959,872	1,772,899
SEPTEMBER	49,200,580	1,587,115
OCTOBER	49,336,781	1,591,509
NOVEMBER	45,777,260	1,476,686
DECEMBER	47,118,143	1,519,940
Annual Total	601,868,112	1,635,373

2022		
	Total (MG)	AVERAGE (MG)
JANUARY	47,918,736	1,545,766
FEBRUARY	43,703,896	1,560,853
MARCH	48,063,482	1,550,435
APRIL	47,294,978	1,525,644
MAY	49,834,352	1,607,560
JUNE	49,111,936	1,584,256
JULY	51,919,787	1,674,832
AUGUST	51,872,384	1,673,303
SEPTEMBER	50,844,952	1,640,160
OCTOBER	50,572,280	1,631,364
NOVEMBER	47,643,899	1,536,900
DECEMBER	50,188,260	1,618,976
Annual Total	588,968,942	1,595,837

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	50,324,969	1,623,386
FEBRUARY	44,512,256	1,589,723
MARCH	51,243,776	1,653,025
APRIL	49,507,092	1,597,003
MAY	51,882,496	1,673,629
JUNE	51,245,216	1,653,071
JULY	53,546,017	1,727,291
AUGUST	53,866,467	1,737,628
SEPTEMBER	51,067,174	1,647,328
OCTOBER	49,781,275	1,605,848
NOVEMBER	47,073,432	1,518,498
DECEMBER	48,189,312	1,554,494
Annual Total	602,239,482	1,631,744

GLEN HAVEN WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	Total Available (gpd)	
2020	0.0216	1.04	0.01	0.01	13,120	
2021	0.0216	3.06	0.01	0.01	13,213	-
2022	0.0216	2.70	0.01	0.01	14,335	-
2023	0.0216	0.00	0.00	0.02	21,600	-

2021		
	Total (MG)	AVERAGE (MG)
JANUARY	242,200	7,813
FEBRUARY	203,500	7,268
MARCH	241,800	8,636
APRIL	262,300	8,743
MAY	289,700	9,345
JUNE	276,500	8,919
JULY	302,900	9,771
AUGUST	302,900	9,771
SEPTEMBER	227,800	7,348
OCTOBER	285,100	9,197
NOVEMBER	227,200	7,329
DECEMBER	201,500	6,500
Annual Total	3,063,400	8,387

2022		
	Total (MG)	AVERAGE (MG)
JANUARY	204,300	6,590
FEBRUARY	178,600	5,761
MARCH	191,200	6,168
APRIL	222,000	7,161
MAY	237,300	7,655
JUNE	286,600	9,245
JULY	301,600	9,729
AUGUST	262,800	8,477
SEPTEMBER	221,600	7,148
OCTOBER	236,700	7,635
NOVEMBER	215,200	6,942
DECEMBER	144,500	4,661
Annual Total	2,702,400	7,265

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	233,300	7,526
FEBRUARY	184,300	5,945
MARCH	218,200	7,039
APRIL	234,800	7,574
MAY	264,800	8,542
JUNE	268,900	8,674
JULY	325,100	10,487
AUGUST	281,300	9,074
SEPTEMBER	265,600	8,568
OCTOBER	233,900	7,545
NOVEMBER	242,500	7,823
DECEMBER	233,500	7,532
Annual Total	2,986,200	8,027

CAVALAND WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	Total Available (gpd)	
2020	0.036	0.59	0.00	0.03	31,210	
2021	0.036	1.91	0.01	0.03	30,766	
2022	0.036	0.00	0.00	0.03	31,041	
2023	0.036	0.00	0.00	0.04	36,000	

2021		
	Total (MG)	AVERAGE (MG)
JANUARY	150,900	4,868
FEBRUARY	132,900	4,746
MARCH	145,800	5,207
APRIL	152,900	5,097
MAY	177,900	5,739
JUNE	159,000	5,129
JULY	169,600	5,471
AUGUST	177,300	5,719
SEPTEMBER	175,600	5,665
OCTOBER	176,000	5,677
NOVEMBER	151,200	4,877
DECEMBER	143,000	4,613
Annual Total	1,912,100	5,234

2022		
	Total (MG)	AVERAGE (MG)
JANUARY	150,100	4,842
FEBRUARY	127,200	4,103
MARCH	130,300	4,203
APRIL	141,600	4,568
MAY	145,000	4,677
JUNE	155,500	5,016
JULY	173,500	5,597
AUGUST	167,200	5,394
SEPTEMBER	138,500	4,468
OCTOBER	144,300	4,655
NOVEMBER	145,300	4,687
DECEMBER	226,300	7,300
Annual Total	1,844,800	4,959

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	134,900	4,352
FEBRUARY	122,700	3,958
MARCH	140,000	4,516
APRIL	143,100	4,616
MAY	153,400	4,948
JUNE	166,200	5,361
JULY	166,400	5,368
AUGUST	170,400	5,497
SEPTEMBER	163,600	5,277
OCTOBER	140,600	4,535
NOVEMBER	143,200	4,619
DECEMBER	146,400	4,723
Annual Total	1,790,900	4,814

Legend:
MGD= Million gallons per day
MG=million gallons
gpd= gallons per day
EDU= Equivalent Dwelling Unit (150 gpd)

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
WF DELAUTER & SONS INC	FRC MN @ KINGS XNG	WATER FUND	NON-DEPARTMENTAL	111,950.00
			TOTAL:	111,950.00
STEVE WILLIAMS JR	CELL PHONE REIMBURSEMENT	WATER FUND	WATER	150.00
			TOTAL:	150.00
WV AMERICAN WATER	SHUTOFFS & RECONNECTS	SEWER FUND	SEWER	160.00
			TOTAL:	160.00
WV DEPT OF TRANSPORTATION	DRIVING RECORD, NEW EMPLOY	WATER FUND	WATER	7.50
	DRIVING RECORD, NEW EMPLOY	WATER FUND	WATER	7.50
			TOTAL:	15.00
WV RURAL WATER ASSOCIATION	WORKFORCE APPRENTICESHIP	WATER FUND	WATER	1,890.00
			TOTAL:	1,890.00
WV WATER DEVELOPMENT AUTHORITY	#2017-175 INFRSCTR FNDPRJC	SEWER FUND	NON-DEPARTMENTAL	2,948.25
			TOTAL:	2,948.25
XYLEM WATER SOLUTIONS U.S.A., INC.	SVC CLL CD103M PMP	SEWER FUND	SEWER	2,005.05
	SVC CLL CD103M PMP	SEWER FUND	SEWER	2,077.11
			TOTAL:	4,082.16

FUND TOTALS		
50	WATER FUND	216,324.91
60	SEWER FUND	286,369.25
	GRAND TOTAL:	502,694.16

TOTAL PAGES: 7

APPROVED BY: _____

APPROVED BY: _____

This Packet: $ 502,694.16

City of Ranson, CIF check dated 1/10/2024: 6,500.00

Total: $ 509,194.16

Note:

Highlighted is to be reimbursed with Capacity Improvement Fees;

Highlighted is to be reimbursed with Water R&R Account

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
GERALD TAYLOR CO., INC.	PUMP / TRANSPORT	WATER FUND	WATER		863.56
	PUMP / TRANSPORT	WATER FUND	WATER		757.09
	PUMP / TRANSPORT	WATER FUND	WATER		570.44
	PUMP / TRANSPORT	WATER FUND	WATER		1,081.75
	SUPERVAC	SEWER FUND	SEWER		1,785.44
	PUMP / TRANSPORT	SEWER FUND	SEWER		1,049.40
	SUPERVAC TWWTP	SEWER FUND	SEWER		1,357.88
	SUPERVAC	SEWER FUND	SEWER		2,397.52
				TOTAL:	9,863.08
THE CI THORNBURG CO, INC.	2" OMNI	WATER FUND	WATER		10,696.60
	TRANSCEIVER UNIT	WATER FUND	WATER		5,444.93
	TRANSCEIVER UNITS	WATER FUND	WATER		6,804.00
	PWRFLX BACKLPLANE INTERFAC	WATER FUND	WATER		198.21
				TOTAL:	23,143.74
U.S. BANK	OFFICE SUPPLIES	WATER FUND	WATER		1,378.26
	SUBSCRIPTIONS	WATER FUND	WATER		129.69
	PMPNG SUPPLIES	WATER FUND	WATER		256.09
	WTP SUPPLIES	WATER FUND	WATER		1,224.97
	GH/CAV SUPPLIES	WATER FUND	WATER		359.43
	WA TRMNT SUPPLIES	WATER FUND	WATER		606.38
	MAINT SUPPLIES	WATER FUND	WATER		1,080.53
	UNIFORM EXPENSE	WATER FUND	WATER		1,720.58
	REGULATORY COMMISSION	WATER FUND	WATER		62.50
	ADVERTISING	WATER FUND	WATER		553.92
	TOOLS EXPENSE	WATER FUND	WATER		126.91
	TRANSPORTATION	WATER FUND	WATER		2,388.33
	OFFICE SUPPLIES	SEWER FUND	SEWER		1,393.25
	SUBSCRIPTIONS	SEWER FUND	SEWER		129.69
	CLLCTN SYSTM SUPPLIES	SEWER FUND	SEWER		453.69
	TRMNT&DSPSL SUPPLIES	SEWER FUND	SEWER		2,084.53
	TRAINING/EDUCATION	SEWER FUND	SEWER		859.15
	UNIFORM EXPENSE	SEWER FUND	SEWER		589.65
	PMPSTN SUPPLIES	SEWER FUND	SEWER		456.67
	TWWTP MAINT	SEWER FUND	SEWER		196.91
	REGULATORY COMMISSION	SEWER FUND	SEWER		62.50
	ADVERTISING	SEWER FUND	SEWER		12.50
	TOOLS EXPENSE	SEWER FUND	SEWER		108.91
	TRANSPORTATION	SEWER FUND	SEWER		462.63
				TOTAL:	16,697.67
HD SUPPLY INC	CRTRG, CHLORINE, CHEMKEY,	WATER FUND	WATER		2,572.58
	LONGOPAC CASSETTE BAG	SEWER FUND	SEWER		791.00
	REDINGTON 2-HOLE RCT HR MT	SEWER FUND	SEWER		35.95
	SORBENT SOCK, HACH NITRATE	SEWER FUND	SEWER		1,012.18
	DIPPER 6'L HANDLE	SEWER FUND	SEWER		1,090.26
				TOTAL:	5,501.97
WAKEFIELD & ASSOCIATES INC	NOV & DEC COLLECTIONS	WATER FUND	WATER		101.17
	NOV & DEC COLLECTIONS	SEWER FUND	SEWER		101.17
	PSD DEC COLLECTIONS	SEWER FUND	SEWER		40.05
				TOTAL:	242.39
MIKE WEAVER	CELL PHONE REIMBURSEMENT	WATER FUND	WATER		150.00
				TOTAL:	150.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
	TESTING: WV0022349/IU02	SEWER FUND	SEWER		316.80
	TESTING: WV0022349/IU01	SEWER FUND	SEWER		87.90
	TESTING: TUSC MNTHLY	SEWER FUND	SEWER		408.50
	TESTING: TUSC WKLY	SEWER FUND	SEWER		135.80
	TESTING: CT IU01	SEWER FUND	SEWER		111.20
	TESTING: WV0022349/IU01	SEWER FUND	SEWER		87.90
	TESTING: CT SLURR	SEWER FUND	SEWER		150.80
	TESTING: CT WKLY	SEWER FUND	SEWER		225.70
	TESTING: TUSC WKLY	SEWER FUND	SEWER		135.80
				TOTAL:	1,967.20
OSCAR REYES	CELL PHONE REIMBURSEMENT	SEWER FUND	SEWER		150.00
				TOTAL:	150.00
RK & K ENGINEERS	TO19 2021 CLLCTNSYSTM PRJC	SEWER FUND	NON-DEPARTMENTAL		15,323.14
	TO22 GRNFLD FRC MN UPGRDS	SEWER FUND	NON-DEPARTMENTAL		14,216.73
				TOTAL:	29,539.87
ROSS H BARE	TWWTP SVC CALL: SCREEN PRE	SEWER FUND	SEWER		360.00
	CTWWTP SVC CALL BLWR MTR 4	SEWER FUND	SEWER		240.00
	TWWTP SVC CALL AMU UNITS	SEWER FUND	SEWER		240.00
				TOTAL:	840.00
SG PLUMBING, INC.	FINISH LINE FOOD TRUCK	WATER FUND	WATER		2,010.00
				TOTAL:	2,010.00
SHENANDOAH SALES & SERVICE, INC.	SEWER VEHICLE SERVICE	SEWER FUND	SEWER		664.95
				TOTAL:	664.95
ROBBIE SHIPE	CELL PHONE REIMBURSEMENT	SEWER FUND	SEWER		150.00
				TOTAL:	150.00
APRIL SHULTZ	CELL PHONE REIMBURSEMENT	WATER FUND	WATER		75.00
	CELL PHONE REIMBURSEMENT	SEWER FUND	SEWER		75.00
				TOTAL:	150.00
DAVID STAUBS	CELL PHONE REIMBURSEMENT	SEWER FUND	SEWER		150.00
				TOTAL:	150.00
STEPTOE & JOHNSON PLLC	GNRL FNCNG/RGLTRY MTRS	WATER FUND	WATER		743.75
	GNRL FNCNG/RGLTRY MTRS	SEWER FUND	SEWER		1,402.50
				TOTAL:	2,146.25
ASHLEY STOTTLEMYER	CELL PHONE REIMBURSEMENT	WATER FUND	WATER		75.00
	CELL PHONE REIMBURSEMENT	SEWER FUND	SEWER		75.00
				TOTAL:	150.00
SVG COMMERCIAL CLEANING LLC	CLEANING 9/26 - 12/14/23	WATER FUND	WATER		1,119.96
	CLEANING 9/26 - 12/14/23	WATER FUND	WATER		360.00
	CLEANING 9/26 - 12/14/23	SEWER FUND	SEWER		1,479.96
	CLEANING 9/26 - 12/14/23	SEWER FUND	SEWER		360.00
				TOTAL:	3,319.92
T-MOBILE	MONTHLY CELL SVC	WATER FUND	WATER		113.61
	MONTHLY CELL SVC	SEWER FUND	SEWER		178.58
				TOTAL:	292.19

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	104-000805	WATER FUND	NON-DEPARTMENTAL	87.89
	106-000410	WATER FUND	NON-DEPARTMENTAL	67.00
	106-001650	WATER FUND	NON-DEPARTMENTAL	38.68
	107-000068	WATER FUND	NON-DEPARTMENTAL	82.64
	107-000075	WATER FUND	NON-DEPARTMENTAL	73.52
	108-000194	WATER FUND	NON-DEPARTMENTAL	87.49
	108-000254	WATER FUND	NON-DEPARTMENTAL	58.92
	108-000272	WATER FUND	NON-DEPARTMENTAL	5.61
	201-000250	WATER FUND	NON-DEPARTMENTAL	83.17
	201-001130	WATER FUND	NON-DEPARTMENTAL	4.72
	202-001405	WATER FUND	NON-DEPARTMENTAL	37.59
	203-000225	WATER FUND	NON-DEPARTMENTAL	95.97
	203-001210	WATER FUND	NON-DEPARTMENTAL	94.31
	204-000070	WATER FUND	NON-DEPARTMENTAL	81.25
	204-000690	WATER FUND	NON-DEPARTMENTAL	96.02
	204-000715	WATER FUND	NON-DEPARTMENTAL	94.03
	401-000025	WATER FUND	NON-DEPARTMENTAL	64.50
	401-000283	WATER FUND	NON-DEPARTMENTAL	6.39
	401-000323	WATER FUND	NON-DEPARTMENTAL	59.05
	401-000324	WATER FUND	NON-DEPARTMENTAL	97.29
	401-000326	WATER FUND	NON-DEPARTMENTAL	81.37
	401-000327	WATER FUND	NON-DEPARTMENTAL	53.54
	401-000342	WATER FUND	NON-DEPARTMENTAL	84.50
	401-000439	WATER FUND	NON-DEPARTMENTAL	66.29
	401-000445	WATER FUND	NON-DEPARTMENTAL	82.68
	401-000447	WATER FUND	NON-DEPARTMENTAL	58.98
	401-000448	WATER FUND	NON-DEPARTMENTAL	89.98
	401-000449	WATER FUND	NON-DEPARTMENTAL	93.62
	401-000450	WATER FUND	NON-DEPARTMENTAL	91.79
	401-000451	WATER FUND	NON-DEPARTMENTAL	89.99
	401-000452	WATER FUND	NON-DEPARTMENTAL	57.17
	401-000454	WATER FUND	NON-DEPARTMENTAL	82.69
	401-000456	WATER FUND	NON-DEPARTMENTAL	57.17
	401-200327	WATER FUND	NON-DEPARTMENTAL	67.58
	402-000115	WATER FUND	NON-DEPARTMENTAL	17.80
	402-000281	WATER FUND	NON-DEPARTMENTAL	59.00
	402-000295	WATER FUND	NON-DEPARTMENTAL	39.22
	403-001504	WATER FUND	NON-DEPARTMENTAL	73.20
	504-500040	WATER FUND	NON-DEPARTMENTAL	76.26
	504-500062	WATER FUND	NON-DEPARTMENTAL	68.58
			TOTAL:	3,061.26
THOMAS NALLS	DEC TANK LOT RENT	WATER FUND	NON-DEPARTMENTAL	3,889.92
			TOTAL:	3,889.92
NAPA AUTO PARTS	JETTER TRUCK BATTERY	SEWER FUND	SEWER	359.54
			TOTAL:	359.54
RYNAL NEWMAN	CELL PHONE REIMBURSEMENT	SEWER FUND	SEWER	150.00
			TOTAL:	150.00
LOGICAL CONCEPTS, INC	PS MONITORING 2024	SEWER FUND	SEWER	8,162.00
	PS MONITORING 2024	SEWER FUND	SEWER	1,216.00
			TOTAL:	9,378.00
PACE ANALYTICAL SERVICES, LLC	TESTING: WV0022349/IU02	SEWER FUND	SEWER	306.80

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	1,206.10
ANDREAS HALE	CELL PHONE REIMBURSEMENT	SEWER FUND	SEWER	150.00
			TOTAL:	150.00
INTELLIPOINT TECHNOLOGIES, LLC	CONTINUITY CARE, OFFSITE B	WATER FUND	WATER	3,232.52
	CONTINUITY CARE, OFFSITE B	SEWER FUND	SEWER	3,232.53
			TOTAL:	6,465.05
PROTOUCH COMMUNICATIONS, LLC	DEC SVCS: AFTER-HRS EMERGE	WATER FUND	WATER	143.63
	DEC SVCS: AFTER-HRS EMERGE	SEWER FUND	SEWER	143.63
			TOTAL:	287.26
IRON MOUNTAIN, INC	SHREDDING, STORAGE	WATER FUND	WATER	519.75
	SHREDDING, STORAGE	SEWER FUND	SEWER	519.76
			TOTAL:	1,039.51
JAMES RIVER EQUIPMENT	SVC 410 BACKHOE	WATER FUND	WATER	2,547.38
			TOTAL:	2,547.38
JEFFERSON PUBLISHING COMPANY	12/20 AD: NEW WA RATES	WATER FUND	WATER	360.78
	12/20 AD: NEW SWR RATES	SEWER FUND	SEWER	338.70
			TOTAL:	699.48
J.C. KUNKLE & ASSOCIATES, A.C.	PROFF SVCS: 10/17 - 12/31/	WATER FUND	WATER	275.00
	PROFF SVCS: 10/17 - 12/31/	SEWER FUND	NON-DEPARTMENTAL	250.00
	PROFF SVCS: 10/17 - 12/31/	SEWER FUND	SEWER	275.00
			TOTAL:	800.00
TRAVIS MARKLEY	CELL PHONE REIMBURSEMENT	SEWER FUND	SEWER	150.00
			TOTAL:	150.00
DAVID MARTIN	CELL PHONE REIMBURSEMENT	WATER FUND	WATER	75.00
	CELL PHONE REIMBURSEMENT	SEWER FUND	SEWER	75.00
			TOTAL:	150.00
MCKINNEY'S AUTO REPAIR	OIL CHANGE SEWER VEHICLE	SEWER FUND	SEWER	137.11
			TOTAL:	137.11
METLIFE, INC	AD&D PAYABLE	WATER FUND	WATER	8.71
	LIFE PAYABLE	WATER FUND	WATER	42.14
	LTD PAYABLE	WATER FUND	WATER	290.45
	STD PAYABLE	WATER FUND	WATER	308.69
	AD&D PAYABLE	SEWER FUND	SEWER	9.89
	LIFE PAYABLE	SEWER FUND	SEWER	47.86
	LTD PAYABLE	SEWER FUND	SEWER	310.33
	STD PAYABLE	SEWER FUND	SEWER	332.63
			TOTAL:	1,350.70
SECURITY DEPOSIT REFUNDS	101-001170	WATER FUND	NON-DEPARTMENTAL	42.62
	101-001640	WATER FUND	NON-DEPARTMENTAL	22.00
	102-000285	WATER FUND	NON-DEPARTMENTAL	56.66
	102-000290	WATER FUND	NON-DEPARTMENTAL	71.72
	102-001605	WATER FUND	NON-DEPARTMENTAL	37.30
	103-001480	WATER FUND	NON-DEPARTMENTAL	44.49
	103-001785	WATER FUND	NON-DEPARTMENTAL	79.02

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
	PE TUBING, LUBE SWR PIPE,	SEWER FUND	SEWER		255.38
	CLEANOUT PLUG, VB LID M/WA	SEWER FUND	SEWER		999.68
				TOTAL:	22,683.34
COYNE CHEMICAL	AMMONIUM SULFATE 40% NSF	WATER FUND	WATER		3,061.91
	CP-837, SODIUM HYPOCHLORIT	WATER FUND	WATER		4,714.25
	CES PACL 2040, MICRO C2000	SEWER FUND	SEWER		5,210.40
	ZETAG 8868 FS	SEWER FUND	SEWER		10,225.89
				TOTAL:	23,212.45
CRYSTAL SPRINGS	MONTHLY SVC@ 661 & 842	WATER FUND	WATER		115.59
	MONTHLY SVC@ 661 & 842	SEWER FUND	SEWER		75.61
				TOTAL:	191.20
D.R. HORTON, INC.	SEWER UPSIZING PER AMEA	SEWER FUND	NON-DEPARTMENTAL		10,000.00
				TOTAL:	10,000.00
DELL MARKETING L.P.	DELL LATTITUDE 5540 BTX BA	WATER FUND	WATER		785.13
	DELL LATTITUDE 5540 BTX BA	SEWER FUND	SEWER		785.14
				TOTAL:	1,570.27
DEWBERRY ENGINEERS INC	TO4 VLV ASSMNT PRGM DVLPMN	WATER FUND	NON-DEPARTMENTAL		4,445.00
				TOTAL:	4,445.00
WV DEPT OF HEALTH & HUMAN SERVICES	FLOURIDE TEST	WATER FUND	WATER		15.00
	BACTERIOLOGICAL TEST	WATER FUND	WATER		160.00
	BACTERIOLOGICAL TEST	WATER FUND	WATER		100.00
				TOTAL:	275.00
DOCUMENT SOLUTIONS, INC	INK FOR PLOTTER	WATER FUND	WATER		623.08
				TOTAL:	623.08
EAST MOUNTAIN HEALTH PHYSICIANS, INC	R.NEWMAN HEP B VACC	SEWER FUND	SEWER		99.00
				TOTAL:	99.00
ENCOVA INSURANCE	INSTALLMENT	WATER FUND	WATER		1,439.88
	INSTALLMENT	SEWER FUND	SEWER		1,329.12
				TOTAL:	2,769.00
STEVEN FARIAS	CELL PHONE REIMBURSEMENT	SEWER FUND	SEWER		150.00
				TOTAL:	150.00
FERGUSON US HOLDINGS, INC	HIP WADERS	WATER FUND	WATER		130.00
				TOTAL:	130.00
GUTTMAN ENERGY	W/E 12/10/23	WATER FUND	WATER		443.47
	W/E 12/17/23	WATER FUND	WATER		824.08
	W/E 12/24/23	WATER FUND	WATER		717.37
	W/E 12/31/23	WATER FUND	WATER		285.08
	W/E 12/10/23	SEWER FUND	SEWER		996.62
	W/E 12/17/23	SEWER FUND	SEWER		807.16
	W/E 12/24/23	SEWER FUND	SEWER		671.73
	W/E 12/31/23	SEWER FUND	SEWER		563.13
				TOTAL:	5,308.64
GRIFFITH ENERGY SERVICES, INC.	PROPANE: S KIMBERWICKE DR	SEWER FUND	SEWER		1,206.10

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
ALS GROUP USA CORP	TESTING: CT	WATER FUND	WATER		750.00
	TESTING: PFAS & METALS	WATER FUND	WATER		322.00
				TOTAL:	1,072.00
ALVAREZ CONTRACTORS, INC	WWTP PROJECT	SEWER FUND	NON-DEPARTMENTAL		167,019.32
				TOTAL:	167,019.32
IRVIN DUANE SHUTLER	LEAK DTCTN S SAMUEL	WATER FUND	WATER		625.00
				TOTAL:	625.00
AMERIGAS PROPANE LP	PROPANE: SOUTH PAW	SEWER FUND	SEWER		319.90
	TANK RENTAL: DEERFIELD	SEWER FUND	SEWER		130.30
				TOTAL:	450.20
ARDEN EQUIPMENT REPAIR, INC.	MAINT JD ZERO TURN	SEWER FUND	SEWER		710.38
	MAINT Z-TRAC 60" DECK	SEWER FUND	SEWER		2,525.73
				TOTAL:	3,236.11
BIEDLER'S ELECTRIC MOTOR REPAIR, INC.	CLARENCE PS REBUILD SPR PM	SEWER FUND	SEWER		4,029.84
	PARK PS PULLEY	SEWER FUND	SEWER		150.12
				TOTAL:	4,179.96
CLAYTON SHICH	TAPS	WATER FUND	WATER		1,550.00
				TOTAL:	1,550.00
BRODY CARPER	CELL PHONE REIMBURSEMENT	SEWER FUND	SEWER		150.00
				TOTAL:	150.00
CITY NATIONAL BANK	LOCKBOX SVCS: DEC	WATER FUND	WATER		129.32
	LOCKBOX SVCS: DEC	SEWER FUND	SEWER		129.32
				TOTAL:	258.64
CITY OF CHARLES TOWN	JAN RENT@ 661 S GEORGE ST	WATER FUND	WATER		1,275.00
	JAN RENT@ 661 S GEORGE ST	SEWER FUND	SEWER		1,275.00
				TOTAL:	2,550.00
CORE & MAIN	TAP VALVES, VALVE BOXES W/	WATER FUND	WATER		9,481.35
	BRASS REDUCER	WATER FUND	WATER		45.19
	BRASS NIPPLES	WATER FUND	WATER		177.63
	BRASS NIPPLES	WATER FUND	WATER		177.64
	TUBING, BALLCORP, ROD, CPL	WATER FUND	WATER		2,745.95
	TUBING, BALLCORP, ROD, CPL	WATER FUND	WATER		2,745.94
	WRAP REP CLP	WATER FUND	WATER		47.79
	WRAP REP CLP	WATER FUND	WATER		49.78
	COUPLING, ADAPTER, C153IMP	WATER FUND	WATER		1,137.09
	PJCTS 90 BEND, BALLCORP	WATER FUND	WATER		1,297.27
	METER COVERS	WATER FUND	WATER		349.56
	PE TUBING	WATER FUND	WATER		82.00
	WRAP REP CLP	WATER FUND	WATER		104.00
	WRAP REP CLP	WATER FUND	WATER		104.00
	1" SETTER	WATER FUND	WATER		1,895.94
	BRS INSERT MIPXRIB IPS PIP	WATER FUND	WATER		93.12
	BRS INSERT MIPXRIB IPS PIP	WATER FUND	WATER		93.12
	FORD NO3 KEY 72" LONG	WATER FUND	WATER		166.27
	BRASS NIPPLE, COUPLING, IN	WATER FUND	WATER		317.32
	BRASS NIPPLE, COUPLING, IN	WATER FUND	WATER		317.32