TOWN OF PALM BEACH
Office of the Town Clerk

MINUTES OF THE UNDERGROUND UTILITIES TASK FORCE MEETING
HELD ON TUESDAY, DECEMBER 5, 2017

I. CALL TO ORDER AND ROLL CALL

The Underground Utilities Task Force Meeting was called to order on Tuesday, December 5, 2017, at 9:00 a.m. in the Town Council Chambers. All Task Force members were found to be present with the exception of Dennis Bottorff.

II. PLEDGE OF ALLEGIANCE

Chair Smith led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Motion was made by Task Force Member Parker, and seconded by Task Force Member McDonald, to approve the Agenda. On call for a vote, the motion was passed unanimously.

IV. COMMUNICATIONS FROM CITIZENS – None

V. MINUTES

A. UUTF Meeting Minutes of November 7, 2017

Task Force Member Gary specified that the Civic Association helped pay for the Peer Review.

Task Force Member Parker commented on item VIII and pointed out that the discussion about the recommendation to hire an Attorney to negotiate with AT&T was not included.

By consensus of the Task Force, the approval of the Minutes of the November 7, 2017 meeting, was deferred to the January 5, 2018 meeting.

VI. TOWNWIDE UNDERGROUND PROJECT STATUS REPORT

A. Review of Project & Dashboard, Summary of Project Status

Steven Stern, Project Manager, gave an update of the project. He announced the feedback received from Florida Power & Light (FPL) regarding network topology, feeder and distribution systems, which he will forward to each member after his

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review. He commented on ways to save money and reduce expenses. He informed that the Purchasing Department had issued a Request for Proposals (RFP) and they were expecting proposals by December 12. The communications outreach included a presentation to the Civic Association on November 16; a Cup o' Joe with Bo and Coffee with the Crew which are Q & A with residents. The requests for voluntary easements for Phase 2 will be distributed in the New Year. During the holidays there will be a stand down of the project for Thanksgiving from November 22-26. The same will be for Christmas from 12/22 – 1/1 where specifically all equipment will be removed. He gave the percentage of completion for each phase. He noted that project communications is now being handled in-house.

Task Force Member Gary spoke regarding Coffee with the Crew noting that there were very few new faces at the meeting. She stated she would also like to see a few staff members attend.

Task Force Member McDonald expressed that she would like to see a correlation between the reports and the dates being suggested in each phase of the project.

B. Whiting-Turner Contracting Company; Phase 1 South Presentation

Bo Huggins, Superintendent, Whiting Turner Construction, gave an overview of the Phase 1 South construction. He highlighted water main deflections reduced to 10 and will be completed by December 8. Mainline conduit installation will be completed up to 2275 S. Ocean Blvd. by the end of December. South of Lake Avenue to Town limits electrical is being installed and will be completed by the end of December. A professional street sweeper has been hired once per week to sweep S. Ocean Blvd. and Ibis Isle.

C. Burkhardt Construction, Inc.; Phase 1 North Presentation

Marc Kleisley, Project Principal, Burkhardt Construction, gave an overview of the Phase 1 North construction. Water main installation is continuing. He mentioned the Coffee with the Crew meeting which only had a few residents, which seemed complimentary as there seems to be very few complaints.

D. Kimley-Horn Monthly Status Report

Kevin Schanen, P.E., Kimley-Horn, presented a summary of the monthly status report highlighting the following:

- Master Plan Phase 1 is on schedule and on budget.
- Easements – acquisitions are in process. For both Phases 1 North and South, only need to collect one more in Phase 1 North. All 17 executed in Phase 1 South.
- Design for Phase 2 is on schedule and on budget.

Reported that they had a very productive meeting with the Secret Service regarding work during Presidential visits. Have received permission to continue work while the President is in Town. Down time will be when the President is actually passing time which will be about 45-60 minutes.

Mr. Schanen thanked the Palm Beach Civic Association for hosting a community forum which was very well attended.

Task Force Member Gulbrandsen commented on the complexity of the Undergrounding process and the fact that no risks have been encountered so far.

Discussion ensued regarding vista switches, gas leaks and the differences between the vista boxes and the PME boxes. It was pointed out that S&C, the manufacturers of the switch boxes were willing to attend to make a presentation to the Task Force.

Responding to Task Force Member Dowell, Mr. Schanen mentioned that the cost of the vista box was in the $50-60K range.

Task Force Member Gary suggested getting reliability studies from S&C regarding the different switches – vista and PME.

VII. AT&T FIBER OPTIC SYSTEM, STATUS UPDATE

Steven Stern, Project Manager presented a status update on the fiber optic system. He reported that Attorneys Peter Brandt and Schef Wright have been hired to negotiate with AT&T in a bid to reduce costs. Staff met with the Attorneys on 12/1 and presented them with various contracts, drawings, etc. They will return with their recommendation.

Mr. Bradford commented that the goal is to have the strategy finalized by the end of December.

VIII. PEER REVIEW OF MASTER PLAN, REMINDER OF FINAL REPORT DELIVERY

Patricia Strayer, Town Engineer, gave a brief update of the Report which will be delivered on 12/6. The presentation will take place at the Town Council Meeting on 12/12 at a 2:30 PM time certain. Time will be set aside at the next Task Force meeting for discussion.

Mr. Richard Kleid, 2660 S. Ocean Blvd. requested the Town Manager place on the Town Council agenda time for discussion for both Council and Task Force members.

Responding to Task Force Member Gulbrandsen, Mr. Bradford explained the process regarding any action to be taken, if necessary. He then explained any next steps to be taken following any decisions made.

IX. ANY OTHER MATTERS

Task Force Member Gulbrandsen requested from Mr. Stern a cost reduction report of the projects on a monthly basis in the meeting back-up.

X. ADJOURNMENT

There being no further business, the Underground Utilities Task Force Meeting of Tuesday, December 5, 2017, was adjourned at 10:30 a.m.

APPROVED:

Jeffrey Smith
Chair

SEAL OF THE TOWN OF PALM BEACH
INCORPORATED

ATTEST:

Kathleen Dominguez

Kathleen Dominguez
Town Clerk

1/5/18
Date