

Budget Narrative Town of Windsor

I. Pre-Award Costs

The Town of Windsor (Windsor) will not be seeking EPA funding for Pre-Award costs.

II. Personnel

The Personnel listed are all Full-Time employees of Windsor. Personnel include the Wastewater Treatment Superintendent, Senior Civil Engineer, Deputy Director of Water & Environmental Management, Project Manager, Administrative Assistant, Administrative Services Director and Finance Manager. A 35% FTE for this Project will be applied for the Wastewater Treatment Superintendent, Senior Civil Engineer, Deputy Director of Water & Environmental Management. A 25% FTE for this Project will be applied for the Project Manager and 5% FTE for the Administrative Assistant, Administrative Services Director and Finance Manager. The table below summarizes the FTE breakdown for each of the personnel listed. The total Personnel cost is \$1,002,293 for a total of 5 years.

CATEGORY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Personnel						
Wastewater Treatment Superintendent	\$47,632	\$47,632	\$47,632	\$47,632	\$47,632	\$238,160
Senior Civil Engineer	\$48,819	\$48,819	\$48,819	\$48,819	\$48,819	\$244,096
Deputy Director of Water & Environmental Management	\$49,984	\$49,984	\$49,984	\$49,984	\$49,984	\$249,920
Project Manager	\$34,871	\$34,871	\$34,871	\$34,871	\$34,871	\$174,355
Administrative Assistant	\$3,789	\$3,789	\$3,789	\$3,789	\$3,789	\$18,944
Administrative Services Director	\$9,346	\$9,346	\$9,346	\$9,346	\$9,346	\$46,732
Finance Manager	\$6,018	\$6,018	\$6,018	\$6,018	\$6,018	\$30,088
TOTAL PERSONNEL	\$200,459	\$200,459	\$200,459	\$200,459	\$200,459	\$1,002,293

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III. Fringe Benefits

A 40% Fringe was applied to all Personnel listed. The total Fringe Benefit cost is \$426,291 for a total of 5 years.

CATEGORY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Fringe Benefits						
Wastewater Treatment Superintendent@ 40% Salary	\$19,053	\$19,053	\$19,053	\$19,053	\$19,053	\$95,264
Senior Civil Engineer Civil Engineer @ 40% Salary	\$19,521	\$19,521	\$19,521	\$19,521	\$19,521	\$97,607
Administrative Services Director @40% Salary	\$1,515	\$1,515	\$10,608	\$1,515	\$1,515	\$16,670
Administrative Assistant @ 40% Salary	\$3,739	\$3,739	\$3,739	\$3,739	\$3,739	\$18,693
Project Manager @40% Salary	\$2,769	\$2,769	\$2,769	\$2,769	\$2,769	\$13,844
Finance Manager @ 40% Salary	\$16,849	\$16,849	\$16,849	\$16,849	\$16,849	\$84,246
Deputy Director of Water & Environmental Management @40 % Salary	\$19,994	\$19,994	\$19,994	\$19,994	\$19,994	\$99,968
TOTAL FRINGE BENEFITS	\$83,440	\$83,440	\$92,533	\$83,440	\$83,440	\$426,291

IV. Travel

The Town of Windsor will not be seeking EPA funding for Travel.

V. Equipment

All the equipment for the Project will be purchased and installed by the Contractor. The Contractor selection process will be a competitive process. The Contractor shall procure equipment based on drawings and specifications developed during the design process. The equipment specifications will list multiple equipment vendors as applicable to ensure competitive pricing. The total cost for equipment will be \$12,281,634. The itemized list of equipment required include the following^{1,2}:

- Sludge storage tanks
- Sludge storage tank mixers
- Sludge storage tank mixing pump
- Sludge storage tank blower

¹ Please note that the sludge storage tank, sludge storage tank mixing pump, and sludge storage tank blower are part of the sludge storage tank equipment cost within the budget.

² Please note that the wet scrubber is part of the biodryer equipment cost within the budget.

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- Centrifuge feed pumps
- Centrifuges
- Dewatering polymer tanks
- Dewatering Polymer feed pumps
- Biodryers
- Wet scrubber
- Pyrolysis Units
- Conveyors

The following item costs were based upon vendor quotes:

- Sludge storage tanks, mixers, blowers, and mixing pumps
- Centrifuges
- Dewatering polymer tanks
- Dewatering polymer feed pumps
- Centrifuge feed pumps
- Biodryers
- Wet scrubber
- Pyrolysis Units

CATEGORY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Equipment						
Sludge storage tank			\$125,225	\$125,225	\$125,225	\$375,675
Tank mixer			\$114,477	\$114,477	\$114,477	\$343,431
Centrifuge feed pump			\$10,265	\$10,265	\$10,265	\$30,795
Centrifuge			\$351,390	\$351,390	\$351,390	\$1,054,170
Dewatering Polymer			\$23,878	\$23,878	\$23,878	\$71,634
Biodryer			\$2,566,905	\$2,566,905	\$2,566,905	\$7,700,715
Pyrolysis			\$821,980	\$821,980	\$821,980	\$2,465,940
Conveyors			\$79,758	\$79,758	\$79,758	\$239,274
TOTAL EQUIPMENT	\$0	\$0	\$4,093,878	\$4,093,878	\$4,093,878	\$12,281,634

VI. Supplies

The Town of Windsor will not be seeking EPA funding for Supplies.

VII. Contractual and Construction

The estimates provided in the Contractual section were estimated by a certified Cost Estimator and are an AACE Class 3 level. Class 3 has a typical accuracy range of -20% on the low side and +30% on the high side. A 5% design contingency has been added to the estimate based on current status of the design documents, the nature of the project and the estimate classification.

The following assumptions were made for the cost basis:

1. Wage rates utilized are based on prevailing wages published for Sonoma County current to June 30, 2023.
2. A 40-hour work week is assumed, no shift, weekend or other premium time is provided.
3. Crews, equipment and productivity used for work items are based mostly on standards specific to each trade. Some information was supplemented by RS Mean's data modified where necessary by estimator judgment.

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4. Wherever possible, equipment rates are based on current published rental rates as listed in the AED Blue Book, supplemented by RS Mean's data, the AED Green Book and local rental suppliers.

The Construction related components included in the Contractual section include Demolition, Site Work, Sludge Storage, Dewatering and Thickening Building, Dewater, Drying and Pyrolysis, Odor Control, Yard Piping, and Electrical and Controls without the cost of equipment since that is included in item V. Equipment above). The total cost of Contractual and Construction accumulated over the five-year period is \$25,963,365.

CATEGORY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Contractual						
Demolition			\$111,000	\$111,000	\$111,000	\$333,000
Site Work			\$535,333	\$535,333	\$535,333	\$1,605,999
Sludge Storage			\$698,033	\$698,033	\$698,033	\$2,094,099
Dewatering and Thickening Building			\$1,342,000	\$1,342,000	\$1,342,000	\$4,026,000
Dewatering			\$573,640	\$573,640	\$573,640	\$1,720,920
Drying and Pyrolysis			\$2,625,449	\$2,625,449	\$2,625,449	\$7,876,347
Odor Control			\$677,667	\$677,667	\$677,667	\$2,033,001
Yard Piping			\$240,333	\$240,333	\$240,333	\$720,999
Electrical and Controls			\$1,851,000	\$1,851,000	\$1,851,000	\$5,553,000
TOTAL CONTRACTUAL	\$0	\$0	\$8,654,455	\$8,654,455	\$8,654,455	\$25,963,365

VIII. Other

The costs included in Other include services required for Design, Design Services During Construction, Construction Management, Monitoring, and Grant Administration. The total cost for Other is \$10,236,751 for all five years.

CATEGORY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
OTHER						
Design	\$1,912,250	\$1,912,250				\$3,824,500
Design Services During Construction			\$637,417	\$637,417	\$637,417	\$1,912,251
Construction Management			\$1,000,000	\$1,000,000	\$1,000,000	\$3,000,000
Monitoring	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Grant Administration	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
TOTAL OTHER	\$2,212,250	\$2,212,250	\$1,937,417	\$1,937,417	\$1,937,417	\$10,236,751

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IX. Indirect Costs

The Town of Windsor will not have any indirect costs that will require EPA funding.

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X. Total Budget Summary

BUDGET BY YEAR							
COST-TYPE	CATEGORY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Direct Costs	TOTAL PERSONNEL	\$200,459	\$200,459	\$200,459	\$200,459	\$200,459	\$1,002,293
	TOTAL FRINGE BENEFITS	\$83,440	\$83,440	\$92,533	\$83,440	\$83,440	\$426,291
	TOTAL TRAVEL	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL EQUIPMENT	\$0	\$0	\$4,093,878	\$4,093,878	\$4,093,878	\$12,281,634
	TOTAL SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL CONTRACTUAL	\$0	\$0	\$8,654,455	\$8,654,455	\$8,654,455	\$25,963,365
	TOTAL OTHER	\$2,212,250	\$2,212,250	\$1,937,417	\$1,937,417	\$1,937,417	\$10,236,751
	TOTAL DIRECT	\$2,496,148	\$2,496,148	\$14,978,741	\$14,969,648	\$14,969,648	\$49,910,334
	TOTAL INDIRECT	\$0	\$0	\$0	\$0	\$0	0
TOTAL FUNDING		\$2,496,148	\$2,496,148	\$14,978,741	\$14,969,648	\$14,969,648	\$49,910,334