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FROM THE AMERICAN PEOPLE

**WEST BANK/GAZA**

# **Task Order 00006 - Qabatiya Well, Pump Station and Conveyance System**

## **Monthly Progress Report # 02**

**For the Month of July 2013**

*This publication was produced for the United States Agency for International Development, West Bank and Gaza Mission. It was prepared by CDM Smith under Contract No.: IQC No. AID-294-I-12-00001, relative to Order No. AID-294-TO-13-00006.*

Views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government.



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## List of Acronyms and Abbreviations

ANSI	American National Standards Institute
ASQ	American Society for Quality
AWWA	American Water Works Association
CMC	Construction Management Contractor
CQC	Contractor Quality Control
CSMP	Construction Safety and Health Management Plan
EPA	Environmental Protection Agency
EQA	Environmental Quality Authority
HSWA	Federal Hazardous and Solid Waste Amendments
HSE	Health Safety & Environmental
IADC	International Association of Drilling Contractors
ISEA	Industrial Safety Equipment Association
IQC	Indefinite Quantity Contract
ISO	International Organization for Standardization
MIC	Man in Charge
NCR	Non Conformance Report
NUC	Notice of Unsafe Conditions
OSHA	Occupational Safety and Health Administration
PA	Palestinian Authority
PWA	Palestinian Water Authority
PPE	Personal Protective Equipment
QCP	Quality Control Plan
QMS	Quality Management System
RCS	Radio Communication System
RFI	Request for Information
SCADA	Supervisory Control And Data Acquisition
USAID	United States Agency for International Development
WP	Work Plan
WBWD	West Bank Water Department
WEF	Water Environment Federation



# 1. DASHBOARD - INTRODUCTION AND SUMMARY

Monthly Report No. 2 covers activities accomplished during the month of July 2013 and previews activities anticipated during the next month, August 2013.

## 1.1 Purpose and Background

The USAID West Bank and Gaza Infrastructure Needs Program II (INP II) is designed to support U.S. Government efforts with the peace process by improving Palestinian access to basic infrastructure and services throughout the West Bank, and if conditions and funding permit, in Gaza.

Infrastructure in the West Bank and Gaza suffers from years of neglect and lack of investment. The USAID Mission INP II focuses on the rehabilitation and construction of roads, schools, water, and wastewater projects. The USAID objective is to help the Palestinian economy by improving Palestinian access to basic infrastructure and services.

## 1.2 Objectives of Task Order 00006

The objective of this Task Order is to develop, rehabilitate and improve an existing well at Qabatiya and to install and equip that well with a new pump and appurtenant equipment. The Task Order also includes construction of a conveyance system that will connect the Qabatiya Well to Al-Zababida junction.

## 1.3 Work/Activity Status

The percent complete and Start and Finish information for each major component is shown on the following table.

Activity Name	Percent Complete	Planned Start Actual Start	Planned Finish Actual Finish
Coordination with PWA	15%	<u>14 May 2013</u> 14 May 2013	Continuous
Mobilization	100%	<u>14 May 2013</u> 14 May 2013	<u>7 July 2013</u> 7 July 2013
Submittals	5%	<u>3 June 2013</u> 21 May 2013	<u>15 October 2014</u> TBD
Procurement and Delivery	0%	<u>6 August 2013</u> TBD	<u>12 March 2014</u> TBD
Construction Phase	0%	<u>15 July 2013</u> TBD	<u>30 September 2014</u> TBD
Post Construction Phase	0%	<u>16 October 2014</u> TBD	<u>14 November 2014</u> TBD

## 1.4 Key Information

Contract Number:	AID-294-1-12-00001
Task Order Number:	AID-294-TO-13-00006
Notice To Proceed:	14 May 2013
Project Duration:	550 Days
Contract Value:	\$ 7,708,670
Day Work Amount:	\$ 850,000
Project Planned Completion Date:	14 November 2014



## 2. PROJECT ADMINISTRATION

This Task Order is one of several task orders The USAID West Bank and Gaza Infrastructure Needs Program II (INP II) that is designed to improve Palestinian access to basic infrastructure and services throughout the West Bank. Some activities detailed in this report share a common base with the overall project or other Task Orders.

### 2.1. Submission of Most Recent Monthly Report

This document is the second in a series of Monthly Reports to be prepared by CDM Smith providing a summary of key project activities during consecutive monthly reporting periods.

### 2.2. Submission of Most Recent Invoices

The CDM Smith team is working to prepare invoice No. 2 and will provide a DRAFT copy to the CMC for review and approval by late August 2013. The following table is a summary of the current invoice status.

BOQ Price	\$6,858,760
Total Day Works	\$ 850,000
Amount Obligated	\$7,708,760
Variation Orders (from TDW)	\$ 0
Task Order Price ( BOQ +VO)	\$6,858,760
Most Recent Invoice	\$261,286
Invoiced to Date	\$261,286

### 2.3. Staff Information

At the end of this reporting period, 31 July 2013, 14 team members were working on the overall project and all Task Orders in the West Bank. Two of team members left the project during this period. Mazen Al Jundi, Senior Driver accepted a job out of the country and Yazan Muqbel, Trainee Engineer finished his training period and returned to university. Following are some key Task Order and support staff for the project:

Anthony Mirabella	VP and IQC Manager
Shakoor Bitar	Task Order Manager - Key Personnel
Abdel Rahman Bakeer	Safety and Environmental – Key Personnel
Talal Mahasin	QA/QC Manager – Key Personnel
Fares Hijjawi	Project Engineer
Abed Ahmad	Office Assistant/CMC Office Al-Zababdeh
Mousa Anbar	Finance and Administration Manager
Mohammad Bilbeisi	Finance Assistant Manager
Hiba Othman	Admin Assistant
Arab Masri	Scheduler and Controls Engineer
Anas Abu Sneineh	Security and Logistic Manager
Murad Abu Nasrah	Office Assistant
Ali Odeh	Project Engineer
Hiba Mousa	Office Assistant/ CMC Office Ramallah

The following temporary and specialty staff from CDM Smith home office are still supporting the project activities from CDM Smith home offices in USA:



- Mr. Tony Mirabella who serves as IQC Manager for the overall project and is a Vice President of CDM Smith. He communicates with the West Bank team daily and will return to the West Bank as needed throughout the project.
- Mr. Dave Schroeder a geologist has worked for CDM Smith for over 20 years and provided geological review, technical oversight and project management services and support from the Home Office as needed and can return to the West Bank as needed.

## 3. ACCOMPLISHMENTS

Following is a summary of significant meetings, correspondence and submittals within this reporting period.

### 3.1. Accomplishments

Following are key accomplishments for the reporting period.

#### 3.1.1. General, Overall and Project Wide

- Completion of preconstruction submittals and start construction submittals.
- Finished all mobilization activities including Project Temporary Signs and CMC Primary Field offices.

#### 3.1.2. Well Rehabilitation and Development

- Removal and successful reinstallation of existing submersible pump in the Qabatiya well. This was done within a very short period of time that minimized the water outage for 80,000 inhabitants in the project area.
- Completion of gyroscopic survey for Qabatiya Well and preparation of Test Report by the Qualified Testing Laboratory.

#### 3.1.3. Submittals for Task Order 00006

A summary of significant submittals follows, however a table covering all submittals for the reporting period is included in the Appendix:

- Completion of the following pre-construction submittals:
  - Traffic Control Plan(resubmit)
  - Dilapidation Survey
  - Original CPM construction schedule
- Start of the following construction submittals:
  - Steel pipes and fittings
  - Valves and accessories(gate valves, strainers, check valves, combination air release valve, pressure reducing valve, flow control valve, dismantling joint and others)
  - Pipeline layout
  - Trench safety plan
  - Well Alignment Test



## 3.2. Labor and Equipment

### 3.2.1. Geo MIS

All Implementing Partners working for the West Bank and Gaza Mission track and record labor (work force) data relative to employment of Palestinian people. The Geo MIS system includes assignment of a job classification to each worker and summation of Job Days for each classification on the project. The following table includes the Geo MIS data recorded and submitted to the Mission relative to the reporting period.

Date	Management (Person day)	Engineers (Person day)	Skilled Labor (Person day)	Unskilled Labor (Person day)	Other (Person day)	Total (Person day)
May 2013	87	45	0	0	3	134
June 2013	144	90	15	0	0	248
July 2013	130	71	83	49	8	340

### 3.2.2. Equipment

During the reporting period, Documentation and Site implementation plan were approved for removal and reinstatement of the existing submersible operating pump in Qabatiya Well. Our Subcontractor Site Group mobilized its construction equipment including the well rig, welding machines, excavator, mobile offices, pickups and backhoe loader and necessary staff on 12 July 2013.

## 3.3. Meetings and Correspondence with USAID

No meetings were held during this reporting period.

## 3.4. Meetings and Correspondence with CMC and Subcontractors

Monday 01 July 2013 – meeting at Site Group Office to discuss the well alignment test.

Thursday 4 July 2013 – Bi-weekly Task Order meeting at CMC Primary field office

Thursday 11 July – meeting at CMC Primary field office to discuss the well alignment test.

Saturday 13 July 2013 – meeting at CMC Primary field office to discuss the gyroscopic survey procedure (pre-work planning) (CMC, CDM Smith, Site Group And Terratec Co.)

Monday 15 July - meeting at CMC Primary field office to discuss the gyroscopic survey conducted on 14 July 2013

Saturday 20 July 2013 – meeting with CMC, WBWD at Qabatiya Well site to witness the start of well pump after reinstallation of the existing submersible pump

Wednesday 24 July 2013 – Pre-Bid meeting for new Task Orders at CMC / Ramallah

Thursday 25 July 2013 – bi-weekly Task Order meeting at CMC Primary field office

Tuesday 30 July 2013 – Meeting with CMC and WBWD at CMC Primary field office to discuss the constant rate pumping test for Qabatiya Well Meetings and Correspondence with Others

Wednesday 31 July 2013 - Internal coordination meeting with ABC, the new nominated Civil/Electro-mechanical Subcontractor for Qabatiya Well to coordinate the startup of the work.



### 3.5. Procurement/Subcontract Actions

- Two subcontracts have been awarded, one to Site Group Company for well testing services for the development of Qabatiya Well and one to Arab Brothers for supply and installation of the conveyance system.
- No procurement took place during the reporting period.

### 3.6. Quality Control

The Quality Control Manager, prepared submittal register and Quality Control Plan and worked with Subcontractors to review and prepare subcontractor QC plans. Additionally Independent Testing Laboratory as well as Alignment Testing for the Well were identified were reviewed and presented for submittals

### 3.7. Safety

Task Order has not experienced any accidents or issues.

## 4. SCHEDULE

The following table and chart provide work items and milestones for a Level 1 overview of the Task Order. The preliminary Task Order Schedule has been submitted and approved and will be updated as needed.

Activity	Duration	Start	Finish
Milestones	550	14-May-13	14-Nov-14
Coordination with PWA & CMC Before Construction Phase	30	14-May-13	17-Jun-13
Mobilization	30	3-Jun-13	7-Jul-13
Submittals	446	14-May-13	15-Oct-14
Procurement	188	6-Aug-13	12-Mar-14
Construction Phase	380	15-Jul-13	30-Sep-14
Post Construction Phase	30	16-Oct-14	14-Nov-14



#### 4.1. Progress vs. Planned

Work planned for this period =	<b>4%</b>
Work progressed during this period=	<b>3%</b>
Work planned to date=	<b>10%</b>
Work progressed to date =	<b>8%</b>

In order to be able to overcome the delay CDM Smith has prepared an emergency plan with our civil-mechanical subcontractor starting early August 2013. The plan will be put in operation as soon the construction submittals are approved. The emergency plan will be shown on the revised CPM schedule.

### 5. OUTLOOK FOR NEXT REPORTING PERIOD

The following subsections provide information on anticipated activities through the next reporting period.

#### 5.1. Planned Submission of Next Invoices

CDM Smith will issue invoice No. 2 on late August 2013. This invoice will cover the well alignment test handled during July 2013.

#### 5.2. Planned Staff Changes

The CDM Smith team is actively searching for additional staff to serve in several areas including: Document Control Specialist will join our team by mid-August 2013; Field/Resident Engineer, Schedules/Controls Specialist and Finance/Accounting Assistant are also required. These positions will be filled as needed and as the overall workload increases. Various technical specialists will also work from other CDM Smith offices and/or work TDY in the West Bank as needed.

#### 5.3. Planned Meetings and Correspondence with USAID

Monthly meetings with USAID will continue. No specific date has been set for the August meeting.



## 5.4. Planned Meetings and Correspondence with CMC

Coordination meetings are scheduled for each Task Order every two weeks. Task Order 00006 meetings are scheduled for 15 and 29 August 2013.

## 5.5. Planned Meetings and Correspondence with Others

CDM Smith stands ready to meet with other stakeholders as needed.

# 6. ISSUES AND CONSTRAINTS

CDM Smith works to actively communicate potential problems to the CMC and USAID. The following subsections cover current and anticipated issues and constraints.

## 6.1. Administration

Testing program for alignment test was submitted and approved as was calibration of gyroscope. It was essential that the outage at the existing operating site be minimized because 82,000 people were dependent water from this well. After careful preparations which included Safety Hazard Analysis Plan, practice dry run and quality and completeness check, the pump was removed on 5th of July 2013; Straightness Test was completed and pump was returned to operation on 14 July. This was accomplished by work extended hours including Fridays.

## 6.2. Well Rehabilitation and Development:

Coordination meeting took place on 31 July 2013 between CMC; WBWD, CDM Smith and Site Group to coordinate the Site instruction from CMC to perform immediately the Constant Rate Pumping Test. Other required well tests were also raised by CDM Smith and the CMC mentioned the possibility of deleting some of these well tests. Nothing confirmed on this subject from CMC side. CDM Smith will provide work plan for handling the Constant Rate Pumping Test using the existing submersible pump (after getting approval of WBWD).

## 6.3. Others

No other issues at this time.

# 7. APPENDIX

- Photos
- Meeting minutes
- Submittals summary table
- Invoices log
- Request for Information-RFI log
- Geo MIS logs

END OF REPORT

**Task Order 00006 - Qabatiya Well,  
Pump Station and Conveyance**

Appendix

Task Order Photos



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Installation of Temporary Project sign near Qabatiya Well Site, 02 July 2013



Bi weekly progress meeting for QBW held at CMC office at Al-Zababdeh with CMC and PWA/WBWD, 04 July 2013



Rig mobilization at Qabatiya Well in preparation for submersible pump removal, 12 July 2013



Start removing column pipes of the submersible pump, 13 July 2013



Removing column pipes, 13 July 2013



Removing the existing submersible pump, 14 July 2013



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Well Alignment Test using Gyroscope, 14 July 2013



Reinstallation of the existing submersible pump, 15 July 2013



Measuring the insulation resistance of pump cables, 16 July 2013



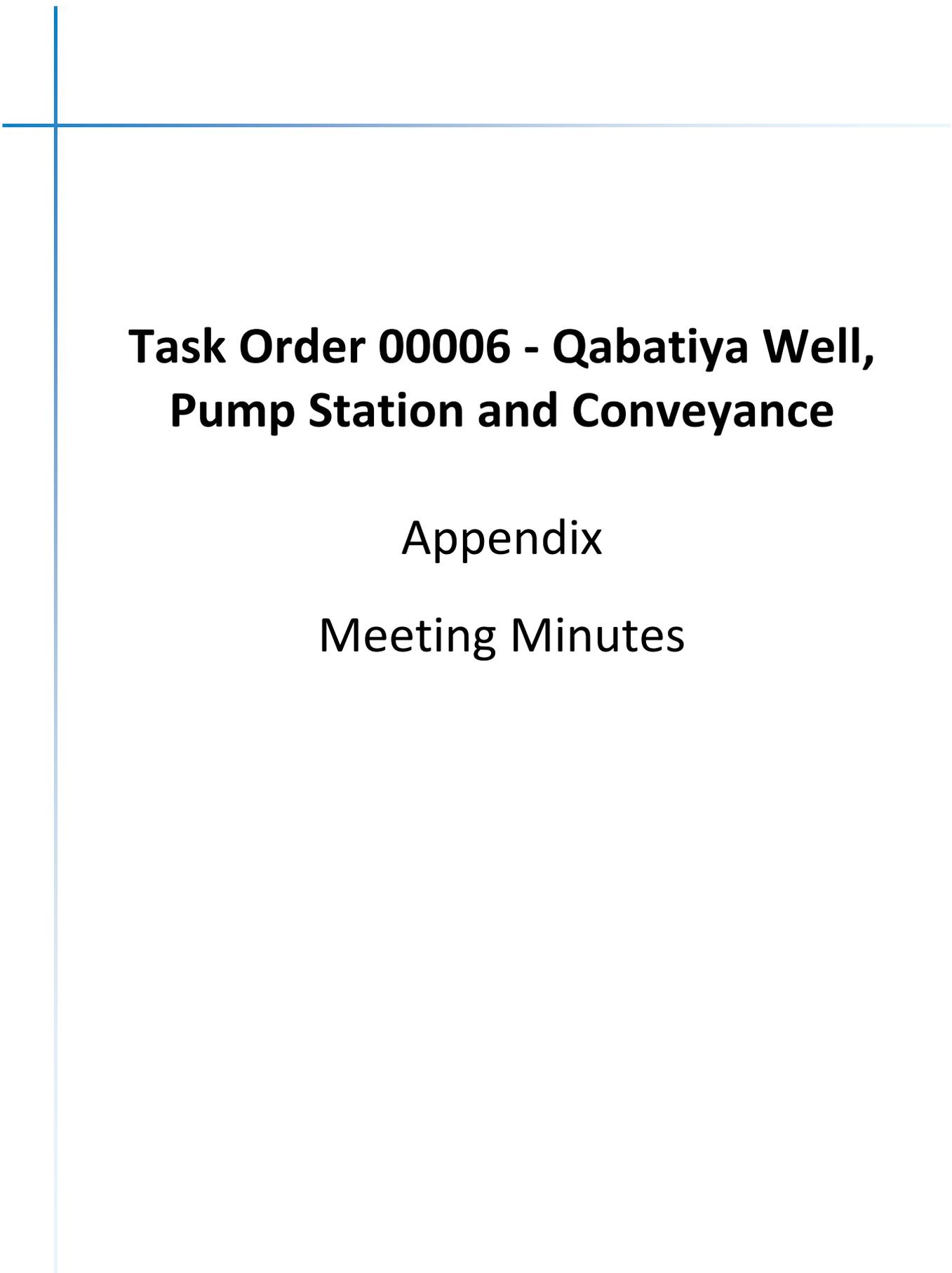
Well flushing after Re-installation of the existing submersible pump, 18 July 2013



Demobilize the rig from the well site, 19 July 2013



Conduct Static water level using M-Scope, 20 July 2013



**Task Order 00006 - Qabatiya Well,  
Pump Station and Conveyance**

Appendix

Meeting Minutes

**Meeting Minutes**  
**Qabatiya Well Pump Station TO 13-00006**  
**Bi-Weekly Progress Meeting #02**

**Date:**

Thursday; July 04, 2013

**Timing:**

10:00 AM – 11:00 AM

**Location:**

Primary Field Office  
Al Zababida, Palestine

**Attendees:**

<b>PWA/WBWD</b>	<b>USAID</b>	<b>Black and Veatch</b>	<b>CDM Smith and Subcontractors</b>
Mr. Fadi Abdel Ghani	-----	Mr. Adnan Safi Mr. Osamah Khalili Mr. Na`el Nazzal Mr. Mohammad Shreiteh Mr. Mahdi Dhaher Ms. Iman Jaradat Ms. Perin Shanti	Mr. Shakoor Bitar Mr. Talal Mahasin Mr. Mousa Anbar Mr. Abdel Rahman Bakeer Ms. Arab Almasri Mr. Ali Odeh Mr. Mukhles Najajreh Mr. Abdullah Saleh Mr. Ahmad Amro

**Notes Prepared by:**

Iman Jaradat, Black & Veatch

**Purpose:**

This meeting is Bi-weekly progress meeting for Qabatiya well pump station and conveyance system Project– TO 13-00006 to review progress of work, discuss project issues and provide solutions where required.

*We believe that these minutes accurately reflect what transpired at the meeting. Unless we are notified in writing to the contrary by 2 working days, the minutes will stand as written.*

**Abbreviation List:**

**ASAP:** As Soon As Possible, **BV:** Black and Veatch, **DCL:** District Coordination Liaison, **INFO:** Information, **CDM:** Camp Dresser & McKee, **PWA:** Palestinian Water Authority, **USAID:** United States Agency for International Development, **VOR:** Variation Order Request.

**1. Project Key Data:**

- Notice of Award April 02, 2013
- Contract Signing April 02, 2013
- Notice to Proceed May 14, 2013
- Project Duration 550 Days
- Contract Value \$ 6,858,760.00
- Original Day Work Amount \$ 850,000.00
- Project Planned Completion Date November 14, 2014
- Project Elapsed Time 52 Days (9.45%)

**2. Documents distributed at this meeting:**

- Copy of Progress Meeting Agenda #02.
- Copy of Bi-weekly Summary.

**3. Documents Attached:**

- Progress Meeting Agenda #02.
- Attendees List.

**4. Next Meeting is scheduled at 11:00 AM on Thursday; July 18, 2013 at Black & Veatch Primary Field Office, Al Zababida.**

**Items Discussed:**

No.	Ref.	Description	Action By	Date
1	PM #01	<p><b><u>Safety:</u></b></p> <ul style="list-style-type: none"> <li>• BV refers to the positive safety measures performed during the installation of project signs.</li> <li>• CDM Smith informed that the Safety training held by BV in Movenpick was very useful for CDM Smith attendees.</li> </ul>	<p><b>Info</b></p> <p><b>Info</b></p>	
2	PM #01	<p><b><u>Quality:</u></b></p> <ul style="list-style-type: none"> <li>• No issues reported.</li> </ul>	<p><b>Info</b></p>	
3	NEW	<p><b><u>CDM smith Progress of Work:</u></b></p> <p>3.1 CDM Smith informed that Gyroscope will arrive this Sunday; it's under the Security and technical Check at the border crossing.</p> <p>3.2 CDM Smith advised that they will start site preparation for gyroscopic test by Saturday the 6<sup>th</sup> of July.</p> <p>3.3 BV advised that CMC shall be present on Saturday during site preparation.</p> <p>3.4 PWA/WBWD accepted proposed schedule.</p> <p>3.5 CDM Smith Subcontractor -Site group- advised that the time needed to finalize the alignment test is 8 days, as the following :</p> <ul style="list-style-type: none"> <li>• Site Preparation: 1 day.</li> <li>• Remove the existing well pump : 3 days</li> <li>• Alignment test: 1 day.</li> <li>• Retain the existing pump: 3 days.</li> </ul> <p>3.6 CDM Smith advised that they have not finalized the subcontract agreement with their pump station subcontractor due to issues beyond control.</p>	<p><b>CDM Smith</b></p> <p><b>CDM Smith</b></p> <p><b>CDM Smith</b></p> <p><b>Info</b></p> <p><b>CDM Smith</b></p> <p><b>CDM Smith</b></p>	<p><b>Jul 07, 2013</b></p>
4	PM #01	<p><b><u>CDM Smith's Two Weeks Look Ahead Schedule :</u></b></p> <p>CDM Smith plans to perform the below:</p> <ul style="list-style-type: none"> <li>• Mobilize to the site.</li> <li>• Remove the existing well pump.</li> <li>• Perform Alignment test.</li> <li>• Retain the existing pump.</li> <li>• Recording recovery data, CMC to provide CDM Smith with detailed SOW for the recovery Data requested.</li> </ul>	<p><b>Info</b></p>	

5	PM#01	<p><b><u>Mobilization :</u></b></p> <ul style="list-style-type: none"> <li>BV informed CDM Smith for the uncompleted items and requested CDM Smith to submit mobilization payment.</li> </ul>	Info	
6	PM#01	<p><b><u>Submittals :</u></b></p> <ul style="list-style-type: none"> <li>BV informed that Pre-Construction Submittals are about to be completed.</li> <li>BV requested CDM Smith to submit the CPM urgently due to delay of submitting CPM as per specifications.</li> <li>CDM Smith informed that they finished CPM Schedule but some logistic changes occurred affected the content of CPM and will delay the submittal.</li> <li>BV advised CDM Smith to submit CPM with original.</li> <li>CDM Smith advised that they will send a letter requesting to postpone submitting the CPM Schedule until finalizing logistic issues.</li> <li>BV urged CDM Smith to start with Construction Submittals.</li> </ul>	CDM Smith	All Times
7	PM #01	<p><b>Financial :</b></p> <p>BV requested CDM Smith to submit the mobilization Payment.</p>	CDM Smith	Jul 08, 2013
8	NEW	<p><b>Reports :</b></p> <p><b>8.1 Monthly Report:</b></p> <ul style="list-style-type: none"> <li>CDM Smith &amp; B&amp;V discussed the draft monthly report submitted in July 1st 2013, CDM Smith to edit the draft report accordingly.</li> </ul> <p><b>8.2 Daily Report :</b></p> <ul style="list-style-type: none"> <li>No issues reported.</li> </ul>	CDM Smith  Info	ASAP

**End of Minutes**

**USAID WEST BANK.GAZA  
INFRASTRUCTURE NEEDS PROGRAM INPII  
TO 13-00006, QABATIYA WELL PUMP STATION AND CONVEYANCE SYSTEM  
PROJECT (QBW)  
BI-WEEKLY PROGRESS MEETING AGENDA#02**

**Date:**

Thursday; July 04, 2013

**Timing:**

10:00 PM – 11:00 AM

**Location:**

Primary Field Office  
Al Zababida, Palestine

**Attendees:**

- PWA/WBWD
- USAID
- Black and Veatch
- CDM smith

**Agenda:**

1. Safety & Environment.
2. Quality.
3. CDM Progress of Work.
4. CDM's Two Weeks Look Ahead Schedule.
5. Mobilization.
6. Submittals.
7. Financial.
8. Reports.
9. Challenges.
10. Others.

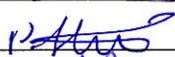
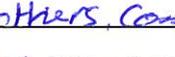
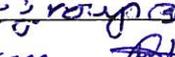
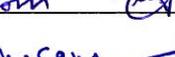
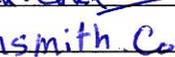
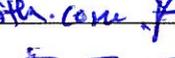
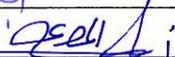
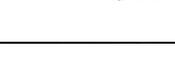
Subject: Progress Meeting for Qabatiya Well Pump Station and Conveyance System Project #02

Venue: Project Primary Office, Alzababdeh, Palestine

Date: July 04, 2013

Time: From 10:00 AM to 11:00 AM

## Attendees List

No.	Name	Title	Organization	Mobile Number	E-mail	Signature
1	Nael Nazzal	R.E	BV	0592-997708	NazzalN@bv	
2	Perin Shanti	P.C. Eng	BV	0596 930 405	ShantiP@bv	
3	Mohammed Shreiteh	Sr. E. Eng.	BV.	0592997709	Shreitehm@bv.com	
4	Mahdi Dhaher	S.I	BV.	0592997710	DhaherM@bv.com	
5	Muqhlis Najajreh	T. M	ABC	0592969128	mrajajreh@a-brothers.com	
6	Abdallah Bateh	QC	Site group	0597226699	abdallah@sitegroup.com	
7	Talal Mahasin	QC	CDM Smith	0592997702	mahasin@cdmsmith.com	
8	Abdel Rahman Bakeer	safety Eng.	CDM. smith	0592 997700	bakeerar@cdmsmith.com	
9	Shakoor Bitar	PM	CDMSmith	0599200471	Bitarss@cdmsmith.com	
10	AHMAD I. AMRO	ABC Eng.	ABC	059708780	ahmadamy@a-brothers.com	
11	Fadi Abdel-Ghani	Medh. Engineer	WPA/WB	05991-358910	fadi_abelghani@yahoo.com	
12	Adnan Safi	CM	BV	0568936960	SafiA@BV.com	
13	Mousa Anber	Finance Admin	CDMSmith	0599556610	anberm@cdmsmith.com	
14	Osamah Khalil	Office Eng	BV	0592997706	Alkhalil@bv	
15	Iman Jarad	Office Eng	BV	0592997707	jaradadI@bv	
16	Aiab Al Masri	Scheduler	CDM	0592997703	masri@cdmsmith.com	
17	Ali Odeh	Project Eng	CDM	0592997723		
18						

**Meeting Minutes**  
**Qabatiya Well Pump Station TO 13-00006**  
**Bi-Weekly Progress Meeting #03**

**Date:**

Thursday; July 25, 2013

**Timing:**

12:00 PM – 01:00 PM

**Location:**

Primary Field Office  
Al Zababida, Palestine

**Attendees:**

PWA/WBWD	USAID	Black and Veatch	CDM Smith and Subcontractors
Mr. Fadi Abdel Ghani	Mr. Anan Masri	Mr. Adnan Safi Mr. Osamah Khalili Mr. Na`el Nazzal Mr. Mohammad Shreiteh Mr. Mahdi Dhaher Ms. Iman Jaradat Mr. Khalid Haramy	Mr. Shakoor Bitar Mr. Talal Mahasin Mr. Mousa Anbar Mr. Mukhles Najajreh Mr. Abdullah Saleh Mr. Ahmad Amro

**Notes Prepared by:**

Iman Jaradat, Black & Veatch

**Purpose:**

This meeting is Bi-weekly progress meeting for Qabatiya well pump station and conveyance system Project–TO 13-00006 to review progress of work, discuss project issues and provide solutions where required.

*We believe that these minutes accurately reflect what transpired at the meeting. Unless we are notified in writing to the contrary by 2 working days, the minutes will stand as written.*

**Abbreviation List:**

**ASAP:** As Soon As Possible, **BV:** Black and Veatch, **DCL:** District Coordination Liaison, **INFO:** Information, **CDM:** Camp Dresser & McKee, **PWA:** Palestinian Water Authority, **USAID:** United States Agency for International Development, **VOR:** Variation Order Request.

**1. Project Key Data:**

- Notice of Award April 02, 2013
- Contract Signing April 02, 2013
- Notice to Proceed May 14, 2013
- Project Duration 550 Days
- Contract Value \$ 6,858,760.00
- Original Day Work Amount \$ 850,000.00
- Project Planned Completion Date November 14, 2014
- Project Elapsed Time 73 Days (13%)

**2. Documents distributed at this meeting:**

- Copy of Progress Meeting Agenda #03.
- Copy of Bi-weekly Summary.

**3. Documents Attached:**

- Progress Meeting Agenda #03.
- Attendees List.

**4. Next Meeting is scheduled at 12:30 PM on Thursday; August 15, 2013 at Black & Veatch Primary Field Office, Al Zababida.**

## Items Discussed:

No.	Ref.	Description	Action By	Date
1	PM #02	<b>Safety:</b> No issues.	Info	
2	PM #02	<b>Quality:</b> No Issues.	Info	
3	NEW	<b><u>CDM smith Progress of Work:</u></b> 3.1 BV advised on the delay of CDM Smith Progress of work and construction submittals. 3.2 CDM Smith replied that the reason for the delay is due to some logistic issues that should be solved by the end of this week. 3.3 BV requested CDM Smith to perform the constant Pump test. 3.4 CDM Smith informed that they will coordinate with WBWD/PWA to perform the constant pumping test next week. 3.5 BV requested status for the Terratec Report of Qabatiya Well Gyro Survey. 3.6 CDM Smith informed that Terratec Report will be ready during two days. 3.7 BV advised CDM Smith to prepare Breakdown for the B.O.Q L.S items and to reflect the Breakdown to CPM.	CDM Smith	Next Week
4	PM#02	<b><u>Submittals :</u></b> <ul style="list-style-type: none"> <li>BV advised that CDM Smith should submit key construction submittals to start construction activities such as but not limited to Concrete Mix Design, Steel Reinforcement..... etc.</li> <li>CDM Smith informed that the logistic issues regarding civil construction subcontractor will be solved by the end of this week.</li> <li>CDM Smith informed that they start working on the material submittals of the electrical and mechanical works and following up with their main office in the United States on importing the equipment's.</li> </ul>	CDM Smith	Next Week
5	PM#02	<b><u>Financial :</u></b> <ul style="list-style-type: none"> <li>BV informed that the first payment was submitted by CDM Smith.</li> </ul>	Info	

6	PM #02	<b>Reports :</b> <b>6.1 Monthly Report:</b> <ul style="list-style-type: none"> <li>USAID informed that the comments for Monthly report will be sent tomorrow.</li> <li>CDM Smith informed that they are working on the Monthly report of July.</li> </ul> <b>6.2 Daily Report :</b> No issues reported.	USAID  CDM Smith	July 26, 2013
7	PM #02	<b>Challenges :</b> <ul style="list-style-type: none"> <li>BV advised that the challenges of CDM Smith is to keep water supply from Qabatiya well during constructions, and to overcome the logistic issues of the civil construction subcontractor.</li> </ul>	CDM Smith	Next Week
8	NEW	<b>Others :</b> 8.1 USAID advised to perform the Constant Pump test ASAP. 8.2 CDM Smith requested clarification about the remaining well tests. 8.3 USAID advised CDM Smith to work on the donation number.	CDM Smith  CDM Smith	ASAP  ASAP

**End of Minutes**

**USAID WEST BANK/GAZA  
INFRASTRUCTURE NEEDS PROGRAM INPII  
TO 13-00006, QABATIYA WELL PROJECT (QBW)  
BI-WEEKLY PROGRESS MEETING AGENDA#03**

**Date:**

Thursday; July 25, 2013

**Timing:**

12:00 PM – 01:00 PM

**Location:**

Primary Field Office  
Al Zababida, Palestine

**Attendees:**

- PWA/WBWD
- USAID
- Black and Veatch
- CDM Smith

**Agenda:**

1. **Safety & Environment.**
2. **Quality.**
3. **CDM Progress of Work.**
4. **Submittals.**
5. **Financial.**
6. **Reports.**
7. **Challenges.**
8. **Others.**

Subject: Introductory Meeting, Qabatiya Well Station PM#03

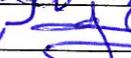
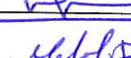
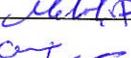
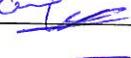
West Bank/Gaza INP II

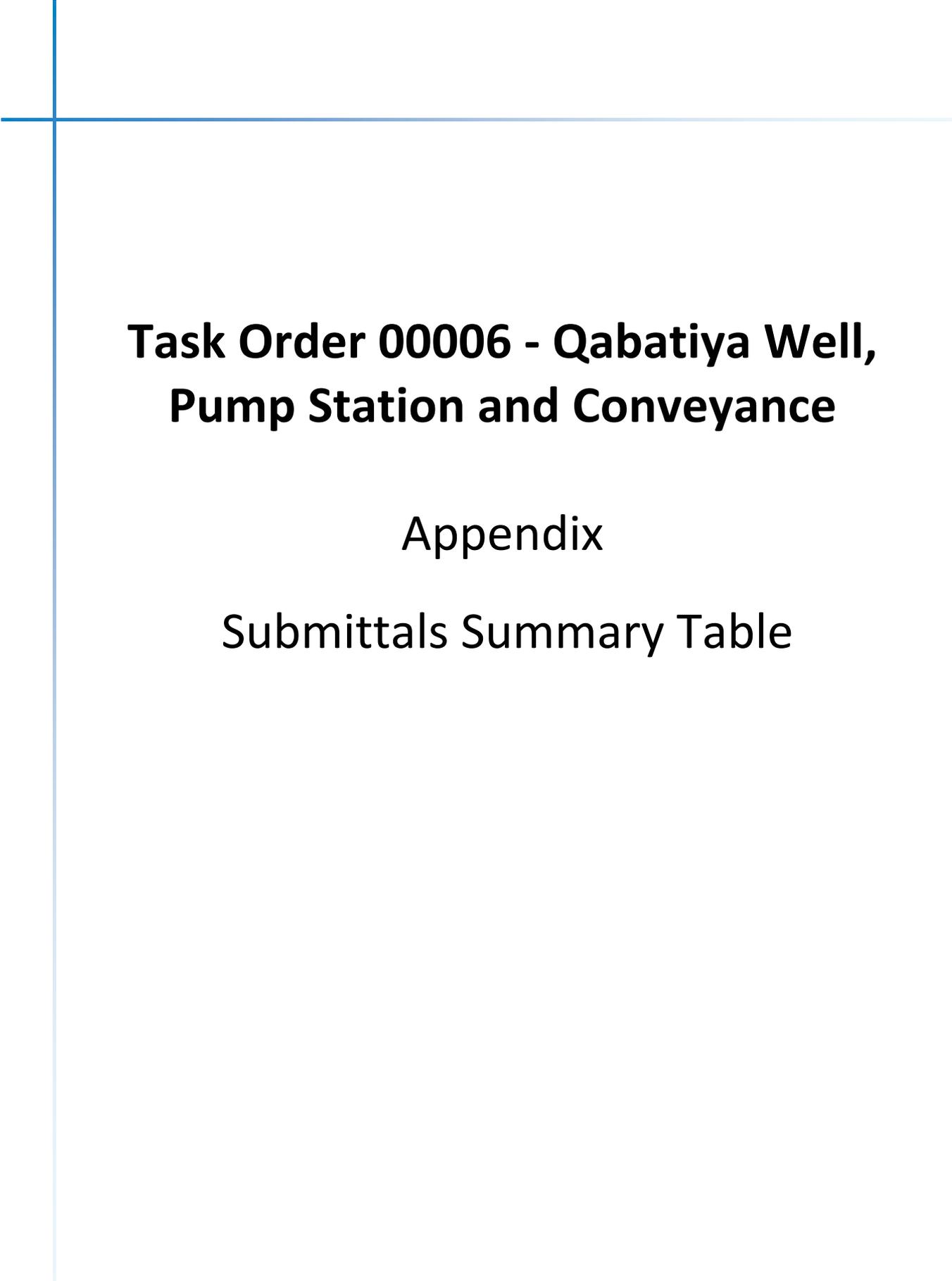
Venue: Black and Veatch, Alzababdeh, Palestine

Date: July 25, 2013

Time: From 12:00 PM to 01:00 PM

## Attendees List

No.	Name	Title	Organization	Mobile Number	E-mail	Signature
1	Talal Mahasin	QC manager	CDM Smith	0592997702	imahasiut@cdmsmith.com	
2	Shakoor Bilal	PM	CDM Smith	0599200471	Bitarss@cdmsmith.com	
3	Mousa Anbar	FHA Manager	CDMSmith	0599556610	anbarMD@cdmsmith.com	Anbar
4	Mukhlis Najjireh	T.M	ABC	0592969128	mnajjireh@a-brothers.com	
5	Ahmad Amr	P.M	ABC.	0597698780	ahmad-a-brothers.com	
6	Osamah Khalil	P.M	BV	0592997706	Alkhalil@bv.com	
7	Fadi Abdel-Ghani	mehchamir Engineer with BV	with BV	0599-358910	fadi-abdel@bv.com	
8	<del>Fadi ANAN MASSI</del>	COR	USAID	059971535	Fmassi@usa.gov	
9	Mohammed Shreatch	Sr. E. Eng.	BV.	0592997709	shreatchm@bv.com	
10	Wael Nazzal	R.E	BV	0592997708	NazzalW@BV.com	
11	Moh. Dhaher	SE	BV	0592997710	dhaherM@BV.com	
12	Khaled Haway	Mech Eng	BV	0596980460	Hawayk@bv.com	
13	Emad Dweikat	Junior Office Engineer	BV	0592997711	Dweikate@BV.com	
14	Iman Jaradat	Office eng.	BV	0592997707	Jaradati@BV.com	
15						
16						
17						
18						



**Task Order 00006 - Qabatiya Well,  
Pump Station and Conveyance**

Appendix

Submittals Summary Table

USAID/West Bank-Gaza-AID-296-TO-13-00006  
Qabatiya Well Pump Station Conveyance Pipeline  
Submittal Log

Submittal #	Submittal Name	Date Submitted To Client	Date Returned From Engineer	Status	Comments
SUB-13-00006-QBW-001B	QA/QC Plan	6/20/2013	7/4/2013	B	
SUB-13-00006-QBW-002B	Safety Plan	6/13/2013	7/2/2013	B	
SUB-13-00006-QBW-004B	Submittal Schedule	7/2/2013	7/18/2013	B	
SUB-13-00006-QBW-011A	Temporary Project Sign	6/30/2013	7/2/2013	B	
SUB-13-00006-QBW-015B	General Construction Method Statement	6/30/2013	7/4/2013	B	
SUB-13-00006-QBW-019A	Engineers Computers System	6/16/2013	7/10/2013	B	Accepted in Principle
SUB-13-00006-QBW-020A	Dilapidation Survey	6/16/2013	7/2/2013	C	
SUB-13-00006-QBW-020B	Dilapidation Survey	7/21/2013	7/24/2013	A	
SUB-13-00006-QBW-022A	Environmental Monitoring & Mitigation Plan	6/20/2013	7/3/2013	C	
SUB-13-00006-QBW-022B	Environmental Monitoring & Mitigation Plan	7/8/2013	7/10/2013	A	
SUB-13-00006-QBW-024A	Traffic Control Plan	6/20/2013	7/2/2013	C	
SUB-13-00006-QBW-024B	Traffic Control Plan	7/21/2013	7/24/2013	B	
SUB-13-00006-QBW-025A	Well Alignment survey	6/30/2013	Cancelled		
SUB-13-00006-QBW-025A	Well Test Alignment	7/8/2013	7/11/2013	B	
SUB-13-00006-QBW-026A	Pipeline Layout	7/14/2013	7/23/2013	D	
SUB-13-00006-QBW-027A	Steel Pipes and Fittings "	7/14/2013	7/24/2013	B	
SUB-13-00006-QBW-028A	Gate Valves	7/14/2013	7/25/2013	B	
SUB-13-00006-QBW-029A	Combination Air Valve for High Pressure	7/14/2013	7/24/2013	D	
SUB-13-00006-QBW-030A	Dismantling Joint	7/15/2013	7/31/2013	B	
SUB-13-00006-QBW-032A	Check Valve	7/22/2013	7/25/2013	C	
SUB-13-00006-QBW-035A	Strainer	7/22/2013	7/25/2013	B	
SUB-13-00006-QBW-036A	Mechanical Shop Drawings	7/22/2013	7/24/2013	C	

**Task Order 00006 - Qabatiya Well,  
Pump Station and Conveyance**

Appendix

Invoices Log

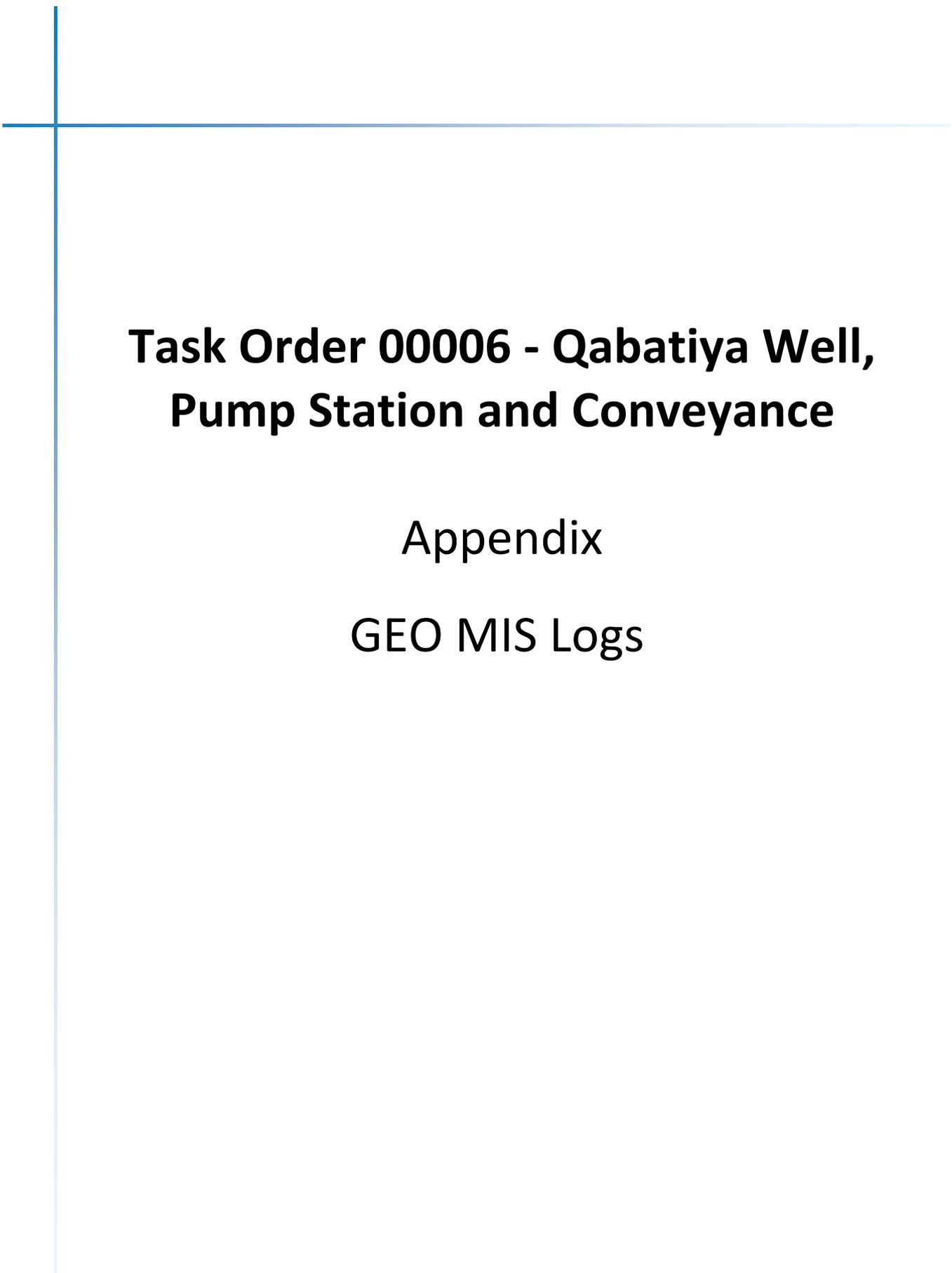


**Task Order 00006 - Qabatiya Well,  
Pump Station and Conveyance**

Appendix

Request for Information-RFI Log





# **Task Order 00006 - Qabatiya Well, Pump Station and Conveyance**

Appendix

GEO MIS Logs



DATE	Name of Contractor /Subcontractor	Site Staff Job Days **																							
		Worker/Classification (Hours)																Man-days*							
		Management					Engineers					Skilled labor			Unskilled labor		Other		Total Management	Total Engineers	Total Skilled	Total Unskilled	Total Other		
		Task Order Manager	Quality Control Manager	Safety & Envi. Manager	Project Manager #1, #2, etc...	Security Logistic Manager	Scheduler & Project Control Engineer	Electrical Engineer	Project Engineer	Office Engineer	Quality Control Engineer	Trainee Engineer	Foreman	Skilled Labor	Equipment Operator	Flagman	Unskilled Labor	Driver							
July 11, 2013	CDM Smith	8	8	8		5	5		8			7		2			8				5.125	4	0.25	1	0
	Arab Brothers				4					0	0														
	Site Group				8					8															
July 12, 2013	CDM Smith	9	9	9										9							5.125	2	9	3.375	0
	Arab Brothers				5					0	0														
	Site Group				9			9		7			18	45			27								
July 13, 2013	CDM Smith	10	10	10		5	5		10			5		2			3				5.375	4	10.25	5.375	0
	Arab Brothers																								
	Site Group				8					0	10		20	60			40								
July 14, 2013	CDM Smith	8	10	10		5	5		10					2			7				5.125	3	10.25	5.875	0
	Arab Brothers																								
	Tubeileh																								
July 15, 2013	Site Group				8							10		20	60		40								
	CDM Smith	9	19	9		5	5		9			5		2			7				6.25	5	10.25	4.625	1.25
	Arab Brothers																								
July 16, 2013	Site Group									0	20		20	50	10		30	10							
	CDM Smith	10	10	10		5	5		10			5		2			7				5.375	5	10.25	4.625	1.25
	Arab Brothers																								
July 17, 2013	Site Group				8							20		20	50	10		30	10						
	CDM Smith	9	9	9		5	5		9			5		2			7				5	5	10.25	4.625	1.25
	Arab Brothers																								
July 18, 2013	Site Group																								
	CDM Smith	10	10	10		5	5		10			5		2			7				5.375	5	10.25	4.625	1.25
	Arab Brothers																								
July 19, 2013	Site Group				8							20		20	50	10		30	10						
	CDM Smith	8																			2	1	8	0	1.25
	Arab Brothers																								
July 20, 2013	Site Group																								
	CDM Smith	9	9	7		4	4		7					2				7			4.5	3	1.125	0	1.5
	Arab Brothers																								
July 21, 2013	Site Group				7																				
	CDM Smith	9	9	8		4	4		7					2			7				3.75	1	0.25	0.875	0
	Arab Brothers																								
July 22, 2013	Site Group																								
	CDM Smith	9	9	8		4	4		8					2			7				4.25	2	0.25	0.875	0
	Arab Brothers				4																				
July 23, 2013	Site Group																								
	CDM Smith	9	9	9		4	4		8					2			7				4.375	2	0.25	0.875	0
	Arab Brothers				4																				
July 24, 2013	Site Group																								
	CDM Smith	8	9	4		5	5		4					2			7				3.75	1	0.25	0.875	0
	Arab Brothers				4																				
July 25, 2013	Site Group																								
	CDM Smith	8	8	2		5	5		2								7				3.375	1	0	0.875	0
	Arab Brothers				4																				

DATE	Name of Contractor /Subcontractor	Site Staff Job Days **																								
		Worker/Classification (Hours)																	Man-days*							
		Management					Engineers					Skilled labor			Unskilled labor		Other		Total Management	Total Engineers	Total Skilled	Total Unskilled	Total Other			
		Task Order Manager	Quality Control Manager	Safety & Envi. Manager	Project Manager #1, #2, etc ..	Security Logistic Manager	Scheduler & Project Control Engineer	Electrical Engineer	Project Engineer	Office Engineer	Quality Control Engineer	Trainee Engineer	Foreman	Skilled Labor	Equipment Operator	Flagman	Unskilled Labor	Driver								
July 26, 2013	CDM Smith																				0	0	0	0	0	
	Arab Brothers																									
	Site Group																									
July 27, 2013	CDM Smith	9	8	8		5	5		8							7					4.25	2	0	0.875	0	
	Arab Brothers				4																					
	Site Group																									
July 28, 2013	CDM Smith	9	8	2		5	5		2							7					3.5	1	0	0.875	0	
	Arab Brothers				4																					
	Site Group																									
July 29, 2013	CDM Smith	8	8	2		5	5		2							7					3.375	1	0	0.875	0	
	Arab Brothers				4																					
	Site Group																									
July 30, 2013	CDM Smith	8	8	2		5	5		2							7					3.375	1	0	0.875	0	
	Arab Brothers				4																					
	Site Group																									
July 31, 2013	CDM Smith	8	8	2		5	5		2							7					3.375	1	0	0.875	0	
	Arab Brothers				4																					
	Site Group																									
<b>Total of Month</b>		<b>254</b>	<b>257</b>	<b>208</b>	<b>194</b>	<b>130</b>	<b>130</b>		<b>180</b>	<b>17</b>	<b>129</b>	<b>96</b>	<b>161</b>	<b>454</b>	<b>48</b>	<b>0</b>	<b>391</b>	<b>62</b>	<b>0</b>	<b>130.375</b>	<b>70.1</b>	<b>82.9</b>	<b>48.9</b>	<b>7.75</b>		

\* Total Man-days = Total Hours / 8

\*\* This data collection sheet is for Palestinian staff only , experts and foreign employee shall not be included.

**USAID WEST BANK/ GAZA**  
**INFRASTRUCTURE NEEDS PROGRAM INPII**  
**CONTRACT NO. :AID-294-I-00-12-00001**  
**TASK ORDER NO. : AID-294-TO-13-00006**  
**Qabatiya Well Pump Station and Conveyance System**

**Temporaray Job Days Summary Report**

Order Name: To-13-00006

PERIOD FROM: 5/14/2013

Qabatiya Well Pump Station and Conveyance System

PERIOD TO: 7/31/2013

CONTRACTOR: CDM Smith

Date		Site Staff Job Days**					Total Job Days	No of Full Time Equivalent (FTE) Jobs in the Month*	Notes of Comments
Month	Year	Management	Engineers	Skilled Labor	Unskilled Labor	Other			
May	2013	87	45	0	0	3	134	6	
June	2013	144	90	15	0	0	248	10	
July	2013	130	70	83	49	8	340	14	
August	2013						0	0	
September	2013						0	0	
Total of FY 2013							722	30	