



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Award Contract for Design and Construction Engineering Services for Phosphorus Removal Project
Presenter:	John Lamb

Please check appropriate box:

	Government Operations	X	Government Services 03.28.16
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	\$ 453,000	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

The EPA Permit for the Main Wastewater Treatment Plant has a special condition that requires the City to remove phosphorus in the wastewater. This involves construction and modification of the existing facility which requires design and construction engineering services. In October of 2015 staff and Trotter & Associates gave a presentation on phosphorus removal options and costs. This was the result of the Wastewater Facility Plan and Phosphorus Removal Feasibility Study performed by Trotter and Associates in 2015.

The permit condition specifies a schedule that must be adhered to including submittal dates for design plans. Staff sent out Request for Qualifications (RFQ) for these services to six engineering firms in February. Out of the six firms one declined and two firms partnered together resulting in a total of four RFQ submittals. A committee of five staff members reviewed the submittals independently based on five competencies. These competencies had numeric values used to calculate scores for the firms. In addition to evaluating the proposals on these competencies staff met to discuss general topics such as each firm's strengths and weaknesses, advantages, disadvantages, staff's comfort level with the firms and scheduling of project.

As a result of the evaluation staff recommends awarding a contract to Trotter and Associates for Professional Services for the Phosphorus Removal Project. At this time staff recommends awarding the design engineering phase of the project at the negotiated fee of \$441,500.00. Staff will come back to the committee approximately in a year to request committee approval for the purchase order for the construction engineering phase due to that phase being budgeted in the fiscal year FY17/18.

Attachments: *(please list)*

None.

Recommendation / Suggested Action *(briefly explain):*

Recommendation to award contract to Trotter & Associates for Design and Construction Engineering services for Phosphorus Removal Project and at this time pending approval of the FY16/17 budget award the amount of four hundred forty-one thousand and five-hundred dollars (\$441,500.00) for the design engineering phase and a Resolution Authorizing the Mayor and City Clerk to execute same.

For office use only:

Agenda Item Number: 4.e