

	AGENDA ITEM EXECUTIVE SUMMARY					
	Title:	Recommendation to Award Contract for Design Engineering Services for Digested Sludge Storage and Digesters Rehabilitation Project				
	Presenter:	Timothy Wilson				
<i>Please check appropriate box:</i>						
	Government Operations		X	Government Services 07.25.16		
Estimated Cost:	\$ 480,000	Budgeted:	YES	X	NO	
Budgeted Project Amount/Engineers Estimate: \$492,000						
If NO, please explain how item will be funded:						
Executive Summary:						
<p>The digested sludge tanks and digesters are located at the main waste water treatment plant and are key components of the bio-solids process. Both components are in need of significant repairs and therefore have been included in this year's budget for design phase engineering.</p> <p>The digested sludge storage tank was constructed in 1951 as a clarifier but was repurposed in 1973 for sludge holding. Additional storage is needed to meet expected increase sludge loading from phosphorus removal and to increase plant flexibility.</p> <p>The digesters were constructed in 1991. Much of the equipment associated with the digesters has reached the end of their useful life. In order to maintain safe operations and to continue to meet EPA bio-solids regulations, the digester rehabilitation project is needed.</p> <p>In May staff sent out Request for Qualifications (RFQ) for design phase engineering services to six engineering firms. Out of the six firms, three declined due to the complexity of the project. The City received a total of three 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.</p> <p>As a result of the evaluation staff recommends awarding a contract to Trotter and Associates. At this time staff recommends awarding the design engineering phase of the project at the negotiated fee of \$480,000. The budget amount is \$492,000. Staff has determined that the proposed fee of 5.6% of the construction cost to be fair and reasonable based on several factors. For example, in comparison to IEPA interest loan project data from the past several years the average design fee is 6.9%. For our project, the difference is approximately a \$40,000 savings. The Trotter standard agreement has been reviewed by legal counsel and found to be acceptable. Staff will seek committee approval of construction engineering services at a later date, recognizing that phase of the project is budgeted in fiscal year FY17/18.</p>						
Attachments: <i>(please list)</i>						
None						
Recommendation / Suggested Action <i>(briefly explain):</i>						
Recommendation to award contract to Trotter & Associates for Design Engineering services for Digested Sludge Storage and Digester Rehabilitation Projects in the amount of \$480,000.						
<i>For office use only:</i>		<i>Agenda Item Number: 4.f</i>				