



Legislation Text

File #: 17-0398, Version: 1

Resolution to Approve a Professional Services Agreement with ADS Environmental Services for the Purchase of Sanitary Sewer Flow Meters and Flow Metering Services (\$100,580.00) and Appropriate Funds (\$50,000.00) **(8 Votes Required)**

Attached for your review and approval is a resolution to authorize a Professional Services Agreement with ADS Environmental Services (ADS) for the purchase of twelve (12) sanitary sewer flow meters and to perform flow metering services for up to three (3) years. The cost for the meter purchase is \$50,580.00; the metering services will be on an as-needed basis at a cost not-to-exceed \$50,000.00/year for up to three years. The total contract costs breakdown as follows:

\$ 50,580.00	Meter Purchase
<u>50,000.00</u>	Metering Services (\$50,000.00/year)
\$100,580.00	Total PSA

During the 2013 and 2014 Sanitary Sewer Wet Weather Evaluation (SSWWE) project, five potential wet weather capacity issues and one operations improvement opportunity were identified in the sanitary sewer collection system. As a result, in 2016 the City undertook the Sanitary Sewer Improvements Preliminary Engineering (SSIPE) Project to investigate the cause(s) of the potential capacity constrained areas and develop preliminary engineering solutions for each area, based on community values, cost and effectiveness. This work is on-going and preliminary engineering plans for three of the five areas are anticipated to be completed later this year.

It was determined at the end of last year's monitoring period for the SSIPE project that additional flow monitoring is needed for the other two areas to adequately identify the cause of the capacity issues. Rather than add to the SSIPE project scope and budget, it was determined that it would be more cost effective and provide flexibility to the City if the City undertook this effort separately. The proposed contract will provide for the additional monitoring and necessary data needed for developing preliminary engineering plans to address the capacity issues in these two areas. In addition, this contract will enable the City to perform long-term monitoring of the sanitary sewer collection system which was identified as a recommendation from the Citizens Advisory Committee during the SSWWE project. Long-term monitoring of the system will allow the City to track system performance, identify locations of wet weather inflow and/or infiltration, and potentially identify blockages prior to sanitary sewer overflows/basement back-ups occur.

The City issued a Request for Proposal (RFP #17-01) in February 2017 for the procurement of twelve (12) sanitary sewer flow meters and to provide flow metering services (installation and maintenance). The flow metering services are for a period of one year, with the City reserving an option to extend the contract term for up to two additional one-year periods subject to the availability of funding.

In response to RFP #17-01, three proposals were received. A review team composed of Systems Planning, Project Management and Public Works staff evaluated the proposals and selected ADS for this work based on their proposal, professional qualifications, past experience, and their competitive

fees.

Budget/Fiscal Impact

Funding for the procurement of the flow meters (\$50,580.00) is available in the FY17 Systems Planning Sewer Fund Operations and Maintenance Budget. Funding for a 5% contingency (\$10,029.00) for equipment repair/replacement parts also is available in the FY17 Systems Planning Sewer Fund Operations and Maintenance Budget. Funding for the first year metering services is available in and needs to be appropriated from the Sewage Disposal System Fund fund balance to the FY18 Systems Planning Sanitary Sewer Fund Operations and Maintenance budget (\$50,000.00). Services for years two and three will be subject to available funding. Depending on the purpose for metering services during years two and three, funding may be provided from the sewer fund operations and maintenance budget, or possibly from Developer Offset Mitigation (DOM) Program funds.

Sustainability Framework

The work completed under this contract furthers the Safe Community and Sustainable Systems goals of the City's Sustainability Framework.

ADS complies with the requirements of the City's Non-Discrimination and Living Wage ordinances.

Prepared by: Troy Baughman, P.E., Project Manager

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, The City has undertaken the Sanitary Sewer Improvements Preliminary Engineering (SSIPE) Project to investigate the cause(s) of the five potential capacity constrained areas and develop preliminary engineering solutions for each area, based on community values, cost and effectiveness;

Whereas, Additional focused sanitary sewer flow metering beyond the current project scope are necessary to fully evaluate and determine solutions to address two of these areas;

Whereas, It is more cost effective and will provide flexibility to the City if the City undertook this effort separate from the existing contract for the SSIPE project;

Whereas, Long-term flow monitoring of the sanitary sewer collection system was recommended by the Citizen Advisory Committee from the Sanitary Sewer Wet Weather Evaluation (SSWWE) Project;

Whereas, ADS Environmental Services of Troy, Michigan has submitted a proposal in response to the City's Request for Proposal (RFP) #17-01 for the necessary services, setting forth the services to be performed by said firm and the payments to be made by the City therefore, all of which are agreeable to the City;

Whereas, These services will be provided for one (1) year, with the City reserving an option to extend the agreement term for up to two (2) additional one-year periods;

Whereas, City Council wishes to grant the City Administrator authority to extend the agreement for up to two one-year periods;

Whereas, ADS Environmental Services complies with the requirements of the City's Non-

Discrimination and Living Wage Ordinances;

Whereas, The required funds for purchase of twelve sewer flow monitors included this Professional Services Agreement are available within the approved FY17 Systems Planning Sewer Fund Operations and Maintenance budget;

Whereas, The required funds for a 5% contingency for equipment repair/replacement parts are available within the approved FY17 Systems Planning Sewer Fund Operations and Maintenance budget;

Whereas, The required funds for one year of flow metering services (installation and maintenance) are available in the Sewage Disposal System Fund fund balance within the Sewage Disposal System Fund; and

Whereas, Funding for flow metering services for years two and three are subject to available funding;

RESOLVED, That a Professional Services Agreement with ADS Environmental Services in a total amount of up to \$100,580.00 for the first year be approved for the purchase of sanitary sewer flow meters and for one year of flow metering services, with an option for up to two additional one-year periods of flow metering services, subject to available funding;

RESOLVED, That the approved FY18 Systems Planning Sanitary Sewer Fund Operations and Maintenance expenditure budget be increased by \$50,000.00, funded by an appropriation from the Sewage Disposal Fund fund balance for purposes of year-one monitoring;

RESOLVED, That a contingency of \$10,029.00 be established for equipment repair/replacement parts that may be necessary to complete the project;

RESOLVED, That funding in the FY17 and in subsequent budgets be made available without regard to fiscal year;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said agreement after approval as to form by the City Attorney and approval as to substance by the City Administrator;

RESOLVED, That City Council authorizes the City Administrator to approve change orders for equipment repair/replacement parts, up to the amount of the contingency;

RESOLVED, That City Council authorizes the City Administrator to approve two one-year extensions of the Agreement for flow metering services; and

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution.