Legislation Details (With Text)

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Title: Resolution to Approve a Professional Services Agreement with HDR Michigan, Inc. to Develop and Complete an Odor Study for the Wastewater Treatment Plant, RFP No. 18-26 ($222,779.00)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Unexecuted HDR PSA.pdf

Date	Ver.	Action By	Action	Result
12/3/2018	1	City Council	Approved	Pass

Resolution to Approve a Professional Services Agreement with HDR Michigan, Inc. to Develop and Complete an Odor Study for the Wastewater Treatment Plant, RFP No. 18-26 ($222,779.00)
Your approval is requested to approve a Professional Services Agreement with HDR Michigan, Inc. (HDR) in the amount of up to $222,779.00 for professional engineering services to develop and complete an odor study at and in the area surrounding the City's Wastewater Treatment Plant (WWTP). The purpose of the proposed study is to obtain an objective assessment of the potential sources of offsite nuisance odors as reported periodically by residents in the areas adjacent to the WWTP.

In 2006, during the design of a previous WWTP capital improvement project to replace and rehabilitate biosolids management facilities, an odor study was conducted at the plant site due to odor complaints from the surrounding community and observations confirmed by WWTP staff. Based on the results of this study, the City installed odor treatment equipment to mitigate plant sources of offsite nuisance odors during construction of this project.

After completion of the biosolids management project in 2012, WWTP staff have continued to receive offsite nuisance odor complaints from nearby residents, as well as from the staffs at St. Joseph Mercy Hospital and Washtenaw Community College. When a complaint is received, WWTP staff immediately go to the location where the odor was reported to see if it can be detected by personal observation or use of gas detection equipment, and whether the source can be identified. In addition, WWTP staff inspect the plant site to see if there are any sources of odors that may have caused the complaint. Finally, WWTP staff prepare a written record of each nuisance odor complaint, which vary in description, frequency, intensity and duration. Some of the odor complaints have been identified as being attributable to WWTP activities while others have not. WWTP staff have maintained written records of each nuisance odor complaint received since 2011. In addition, WWTP staff have held semi-annual meetings with stakeholders to discuss the odor reports and activities at the WWTP that may result in offsite odors. Through this stakeholder process, it was recommended that an odor study be conducted that includes not only the WWTP but also potential sources from collection systems

owned and operated by others in the vicinity surrounding the WWTP, including Ann Arbor and Superior Townships, St. Joseph Mercy Hospital and Washtenaw Community College.

Through RFP No. 18-26, the WWTP solicited proposals for professional engineering services to develop and implement an odor study. Based on the selection criteria listed in RFP No. 18-26, HDR was determined to be the most qualified engineering firm among the five respondents to provide the requested professional services. The work to be done under this contract includes review and evaluation of available data for the WWTP and surrounding area, collection and analysis of air samples from potential odor sources, assessment of the effectiveness of the WWTP's odor control systems, air dispersion modeling to assess how odors may migrate within the study area based on geographical and climatic conditions and an objective assessment of where odors are likely to exist at nuisance levels. In addition to the WWTP and areas surrounding the plant, one location in Nichols Arboretum is included in this study to investigate nuisance odor observations.

HDR submitted a proposed scope of services and associated fee for the work requested in RFP No. 18-26 with their original proposal. WWTP staff reviewed the proposed level of effort and negotiated with HDR to revise the scope of services to ensure it was appropriate to achieve the odor study objectives. In order to assess the impacts that seasonal operations at the WWTP may have on potential offsite nuisance odors, the work to be done under this contract will be done during both FY 19 and FY 20. Based on its review, WWTP staff determined that the proposed scope of services, schedule and fee are reasonable.

WWTP staff is requesting your approval of a contract with HDR in the amount of up to $222,779.00 and a contingency in the amount of $28,000.00 to fund additional necessary services as approved by the City Administrator.

HDR received Non-Discrimination Compliance approval and Living Wage Compliance on July 20, 2018.

Funds to finance the work to be performed under this contract during FY 19 are included in the approved FY 19 WWTP Operation and Maintenance Budget for the Sewage Disposal System. Funds to finance the work to be performed under this contract during FY 20 will be included in the requested FY 20 WWTP Operation and Maintenance Budget for the Sewage Disposal System.

Prepared by: Christopher J. Englert, P.E., WWT Services Engineer, WWTSU

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, Odor treatment equipment to mitigate sources of offsite nuisance odors were installed during construction of a previous capital improvement project at the City's Wastewater Treatment Plant (WWTP);

Whereas, WWTP staff have continued to receive offsite nuisance odor complaints from nearby residents, as well as from staffs at St. Joseph Mercy Hospital and Washtenaw Community College, some of which have been identified as being attributable to WWTP activities while others have not;

Whereas, WWTP staff have been meeting semi-annually with stakeholders to discuss odor reports and activities at the WWTP that may result in offsite odors and through this process have identified the need for an odor study at and in the area surrounding the WWTP;

Whereas, Through RFP No. 18-26, WWTP staff solicited proposals for professional engineering services to develop and complete an odor study and received proposals from five firms;

Whereas, WWTP staff determined that HDR Michigan, Inc. (HDR) is the best qualified engineering firm to provide the professional services requested in RFP No. 18-26 and HDR's proposed fee of up to $222,779.00 is reasonable to perform this work;

Whereas, WWTP staff are requesting a contingency of $28,000.00 to fund additional necessary services as approved by the City Administrator;

Whereas, HDR complies with the requirements of the City's Non-Discrimination and Living Wage ordinances;

Whereas, Sufficient funds for the work to be performed during FY 19 are included in the approved FY 19 WWTP Operation and Maintenance Budget for the Sewage Disposal System; and

Whereas, Sufficient funds for the work to be performed during FY 20 will be included and available in the requested FY 20 WWTP Operation and Maintenance Budget for the Sewage Disposal System, if so approved by Council;

RESOLVED, That Council approve a Professional Services Agreement with HDR in the amount of $222,779.00 to develop and complete an odor study as requested in RFP No. 18-26;

RESOLVED, That Council approve a contingency of $28,000.00 to fund additional necessary services as approved by the City Administrator;

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

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