



Legislation Details (With Text)

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**Type:** Consent Agenda      **Status:** Agenda Ready

**File created:** 5/10/2017      **In control:** Town Council

**On agenda:** 6/13/2017      **Final action:**

**Title:** A Resolution Authorizing the Award of a Consultant Contract to Merrick and Associates for Wastewater Collection System Master Plan in The Amount of \$79,195.00; And Setting Forth Details in Relation Thereto.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. WW Collection System Master Plan Consulting Agreement.pdf, 2. Resolution

Date	Ver.	Action By	Action	Result
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**SUBJECT: CONSENT**

Consideration of A Resolution Authorizing the Award of a Consultant Contract to Merrick and Associates for Wastewater Collection System Master Plan in The Amount of \$79,195.00 and a Contingency amount of \$15,805.00.

**DEPARTMENT:** Public Works

**PRESENTER:** Russell Pennington, Deputy Public Works Director  
Wendi Palmer, Civil Engineer

**FISCAL INFORMATION:**

Cost as Recommended: \$ 95,000.00

Balance Available: \$100,000.00

Fund: Wastewater

Budget Line Item Number: 510.70.110.605000.100231

New Appropriation Required: No

**STAFF RECOMMENDATION:**

Approve the Resolution to award said contract, authorize the appropriate Town officer to execute said contract, and authorize Staff to expend contracted funds and contingency funds.

**SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

The 2017 Wastewater Capital Budget has funds appropriated for a Wastewater Collection System Master Plan. The Water Master Plan was updated in 2014, but the Wastewater Collection System has not been updated since 2006. With changes to the Comprehensive Plan, new subdivisions constructed, and capital improvement projects constructed since the 2006 Master Plan, the Town

anticipated the need to update the recommendations in the 2006 Master Plan.

The Consultant will review the existing master plan and related reports, maps and documentation; meet and coordinate with Town Staff; evaluate the current state of the sanitary sewer collection system with respect to current loading, system capacity, system condition and regulatory requirements; evaluate probable future loading and requirements based on projected development and evaluate probable future condition and serviceability of the system due to system aging; perform hydraulic system modeling and analysis; identify needed improvements and system preservation/rehabilitation measures and estimate costs for same; and produce a new Wastewater Collection System Master Pan. The Master Plan will include recommended policies, practices, capital improvements and other measures for the orderly operation of municipal wastewater service within the Town.

A Request for Proposal was posted on the Town's website on April 5, 2017 to ensure that local consultants were notified about this project.

The following schedule was used for consultant selection:

Request for Proposal Issued	April 5, 2017
Pre-Proposal Meeting	April 14, 2017
Proposals Due	May 3, 2017
Consultant Selected	May 22, 2017

The Town received 5 proposals on May 3, 2017. Staff reviewed all 5 proposals in detail. Only 4 of the proposals met the proposal requirements. The following are the fees for the 4 proposals that met the Town's requirements:

**Fee Proposal Information**

Merrick and Company	\$79,195.00
JVA Consulting Engineers	\$80,408.00
Martin/Martin Consulting Engineers	\$84,280.00
Providence Infrastructure Consultants	\$98,751.00

Staff is recommending awarding Merrick and Company this project. Town Staff has successfully worked with Merrick and Company on several projects. They updated the Town's Water Master. They have performed capacity analysis for existing sanitary sewer lines where new planning areas have been added to the Town. They have designed improvements to the Town's re-use water system, and they are reviewing the flow data from the sanitary sewer flow monitors currently installed at 10 locations.

**Project Budget Summary**

Contract	\$79,195.00
<u>Contingency (20%)</u>	<u>\$15,805.00</u>
<b>Total</b>	<b>\$95,000.00</b>

**Project Schedule**

Notice of Award	June 14, 2017
Draft Plan	Fall 2017

Final Plan

Spring 2018

**ATTACHMENTS:**

- a. Consultant Agreement
- b. Resolution