



AGENDA MEMORANDUM

Future Item for the City Council Meeting of December 11, 2012

Action Item for the City Council Meeting of December 18, 2012

DATE: November 9, 2012

TO: Ronald L. Olson, City Manager

FROM: Daniel Biles, P.E., Director of Engineering Services
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Approval of Contract for Professional Services:
Greenwood Wastewater Treatment Plant
Flare Permitting

CAPTION:

Motion authorizing the City Manager, or designee, to execute Amendment No. 1 to the Contract for Professional Services with Naismith Engineering, Inc. of Corpus Christi, Texas in the amount of \$11,250.00, for a total restated fee not to exceed \$57,700.00, for the Greenwood Wastewater Treatment Plant Flare Permitting.

PURPOSE:

The purpose of this Agenda Item is to execute the amended contract for the Greenwood Wastewater Treatment Plant Flare Permitting so professional services may continue.

BACKGROUND AND FINDINGS:

Naismith Engineering, Inc. began work with a small Architect/Engineer Agreement to determine flare permitting requirements. During the assessment it was determined that additional field testing is necessary to properly characterize potential air emission constituents.

In order to obtain an air permit, characterization of the potential air emissions from the digester needs to be established. To properly characterize the potential air emissions, samples of the digester gas leading to the flare needs to be collected along with flow rates and volumes from each digester. Currently, there are no flow meters or sample ports located in the piping leading from the digester to the flare.

Naismith Engineering, Inc. will provide design drawings, specifications, and contract documents to allow the installation of flow meters and sample ports to properly characterize the potential air emissions from the digester. The result of their effort will be used in the application for an air permit with the Texas Commission on Environmental Quality.

ALTERNATIVES:

1. Award the contract to Naismith Engineering, Inc. as proposed.
2. Do not award the contract to Naismith Engineering, Inc. as proposed.
(Not Recommended)

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

Conforms to statues regarding FY 2012-2013 Wastewater Operating Budget

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Wastewater

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year: 2012-2013	Project to Date Expenditures	Current Year	Future Years	TOTALS
Line Item Budget		\$100,940.00		\$100,940.00
Encumbered / Expended Amount		\$46,450.00		\$46,450.00
This item		\$11,250.00		\$11,250.00
Future Anticipated Expenditures		\$43,240.00		\$43,240.00
BALANCE		\$0.00		\$0.00

Fund(s): Wastewater Operating

RECOMMENDATION:

City staff recommends the Contract for Professional Services be awarded to Naismith Engineering, Inc. of Corpus Christi, Texas in the amount of \$11,250.00, for a total restated fee not to exceed \$57,700.00, for the Greenwood Wastewater Treatment Plant Flare Permitting.

LIST OF SUPPORTING DOCUMENTS:

Project Budget
Location Map
Contract