



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of January 12, 2016  
Action Item for the City Council Meeting of January 19, 2016

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**DATE:** December 22, 2015

**TO:** Ronald L. Olson, City Manager

**THRU:** Gustavo Gonzalez, P.E., Assistant City Manager, Public Works and Utilities  
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**FROM:** Valerie H. Gray, P.E., Executive Director, Public Works  
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<p style="text-align: center;"><b><u>Engineering Contract</u></b> Wastewater Permit Assistance</p>
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**CAPTION:**

Motion authorizing the City Manager, or designee, to continue permitting and regulatory assistance by executing Amendment No. 1 with Alan Plummer Associates, Inc. of Austin, Texas in the amount of \$178,000 for a total restated fee not to exceed \$207,000 for Wastewater Permit Assistance for the base year with four one-year renewal options; authorizing administrative renewal for future years in accordance with contract terms.

**PURPOSE:**

The purpose of this agenda item is to obtain authority to execute a professional service contract needed for the Wastewater Permit Assistance project.

**BACKGROUND AND FINDINGS:**

The City's six Wastewater Treatment Plants (WWTPs) require Texas Pollutant Discharge Elimination System (TPDES) permits from Texas Commission on Environmental Quality (TCEQ) for effluent discharges into surface waters in the state. These permits generally need to be renewed every five years.

Alan Plummer Associates, Inc. (APAI) was initially authorized to begin work through a small AE contract to prepare TPDES permit renewal for Broadway WWTP which expires in June 2016. The permits for Greenwood and Whitecap WWTPs will expire in 2016 and early 2017, respectively.

This contract provides professional services to assist the City in TCEQ permit renewal and related regulatory and technical support for the WWTPs. This provides for a multiple year contract with a base year and four one-year option renewals.

The work includes the following:

- Prepare TPDES permit renewal applications for Greenwood and Whitecap WWTPs (Year 1)
- Provide TPDES permit renewal processing and regulatory support for Broadway WWTP (Year 1)
- Provide general regulatory support for six WWTPs (Year 1)
- Provide storm water permitting support for all six WWTPs (Year 1)

APAI was selected through Request for Qualifications No. 2015-08. Selection was based upon qualifications and consistent with the RFQ criteria.

**ALTERNATIVES:**

1. Authorize the execution of the professional services contract.
2. Do not authorize the execution of the professional services contract. (Not Recommended)

**OTHER CONSIDERATIONS:**

None

**CONFORMITY TO CITY POLICY:**

Conforms to City Fiscal Policy

**EMERGENCY / NON-EMERGENCY:**

Non-Emergency

**DEPARTMENTAL CLEARANCES:**

Utilities Department

**FINANCIAL IMPACT:**

X Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year 2015-2016</b>	<b>Project to Date Expenditures</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget		\$217,857.00		\$217,857.00
Encumbered / Expended Amount		29,000.00		29,000.00
This Item		\$178,000.00		\$178,000.00
Future Anticipated Expenditures This Project		10,857.00		10,857.00
BALANCE		\$0.00		\$0.00

Fund(s): Wastewater Operating

**RECOMMENDATION:**

City Staff recommends approval to continue permitting and regulatory assistance by executing Amendment No. 1 with Alan Plummer Associates, Inc. of Austin, Texas in the amount of \$178,000 for a total restated fee not to exceed \$207,000 for Wastewater Permit Assistance. The renewal of the Professional Services Agreement for the next four years will be approved administratively.

**LIST OF SUPPORTING DOCUMENTS:**

Project Budget  
Location Map  
Contract  
Presentation