



**Agenda Item: Agreement**

**Title: Award Professional Services Agreement for the WWTP Upgrade Project Design**

**Recommended Council MOTION:**

“I move to award the Professional Services Agreement for the design of the Wastewater Treatment Plant (WWTP) Upgrade Project Design, to TETRA TECH of Denver, CO, in the total amount of \$515,712.00 plus a contingency of \$ 51,571.20 for a total amount not to exceed \$567,283.20 and amend the fiscal year 2021 Waste Water Budget accordingly and authorize the Mayor and Clerk to sign.

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**Administrative or Policy Goal:**

**City Council Goal 2017 -2018:**

j. Continue energy efficiency efforts in municipal facilities.

**City Council Goal 2019:**

Goal B, Milestone 4: Request and consider energy efficiency and alternative energy project proposals for municipal Properties and facilities

**City Council Goals 2020:**

Goal D, Maintain and Improve Municipal Infrastructure

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**Background:**

Starting in fall of 2018 City staff and representatives of Honeywell International presented information to the City Council concerning energy efficiency improvements in City-owned facilities. In 2019 and 2020 City staff and Honeywell continued to work on evaluating different facilities with an Investment Grade Audit (IGA) which included the Wastewater Treatment plant. This IGA identified specific pieces of equipment that need to be updated to replace ageing equipment, modernize the plant, and increase efficiencies. Items outlined in the IGA include a new blower building, blowers, blower piping, and backup generators. This project will complete the design for these improvements and set the stage for future projects at the Wastewater Treatment plant that will be funded with the SRF.

As per the City of Laramie purchasing policy, a Request for Qualifications (RFQ) was issued, and proposals were provided on December 15<sup>th</sup>. The following firms responded to the RFQ:

- HDR
- AE2S
- TETRA TECH

City staff reviewed the firm’s responses to the RFQ and conducted interviews. A selection committee made up of 5 staff members knowledgeable in the subject matter recommend that TETRA TECH be awarded the WWTP Upgrade Project Design.

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**Legal/Statutory Authority:**

**BUDGET/FISCAL INFORMATION:**

**REVENUE**

Source	Amount	Type
Fees/Charges for Service	\$500,000.00	WWPUPD. 510-8020-432-7900. ACP Pg 152
Grants for Projects		
Loans on Project		
Other		
Total	\$500,000.00	

**EXPENSE**

Proposed Project Cost.

Project Budget	Amount	Funds
Project Cost	\$515,712.00	
Loans on Project		
Grants for Project		
Other/Outside Projects		
City's Amount	\$515,712.00	
Contingency 10%	\$51,571.20	
Total Amount	\$567,283.20	Current WWPUPD funds & This amendment

Amount spent to date (approved and adopted by Council)

Budget	Amount	Funds
Total Budget Allocation	\$500,000.00	WWPUPD. 510-8020-432-7900. ACP Pg 152
Less Amount Spent to Date		
Remainder of Budget	\$500,000.00	

Proposed Cost (Approval of this item authorizes preparation of a budget revision for the proposed amount)

Expenditures	Amount	Fund
Proposed Expenditure	\$567,283.20	
Current Budget	\$500,000.00	WWPUPD. 510-8020-432-7900. ACP Pg 152
Additional Amount Requested	\$67,283.20	WW Reserves. This amendment
Total Proposed Budget	\$567,283.20	

**Responsible Staff:**

Brooks Webb, Public Works Director  
 Eric Jaap, City Engineer  
 William Winkler, Civil Engineer  
 William Schott, WWTP Supervisor  
 Mark Hazelett, EIT

Attachments:

Professional Service Agreement  
 Attachment A – available digitally upon request due to document size