"…meeting community needs…enhancing quality of life."

Department of Utilities

To: Chairman Joe Martin and Members of the Utilities Committee

From: Chris Stempa, Utilities Deputy Director

cc: Chris Shaw, Utilities Director

Date: May 17, 2013

Re: ***Approval of an Engineering contract for the Pretreatment Program Local Limit Evaluation Project to Strand Associates Engineering Firm in the amount of $48,700 plus a 5% contingency of $2,435 for a total cost of $51,135.***

BACKGROUND:

The 2013 Appleton Wastewater Treatment Plant (AWWTP) Operations & Maintenance budget includes $35,000 to conduct a Pretreatment Program Local Limit Evaluation (LLE). Federal Code 40 CFR 403 requires that Publicly Owned Treatment Works with existing programs continue to develop and revise their pollutant limits as conditions or operations change. The last LLE conducted in the City of Appleton was in 1992. Since that time industrial loadings have changed significantly due to a net loss of wet industries and specifically those from the paper sector.

In mid 2012, the Environmental Protection Agency (EPA) approved the Lower Fox Total Maximum Daily Load (TMDL). The TMDL imposes more stringent phosphorus and total suspended solid discharge limits of permitted entities such as POTWs. These lower limits will eventually improve water quality in the Lower Fox River. The net decrease in loadings experienced since 1992 coupled with TMDL regulations necessitate re-evaluating the City of Appleton Pretreatment Program local limits and loadings to assist in the optimization of operations and meeting water quality standards.

The LLE is also a precursor to the 2013 AWWTP Phosphorus Treatment Optimization and TMDL Compliance Evaluation project (project proposals are currently being reviewed). The data and information collected in the LLE will be essential to help AWWTP staff through phosphorus treatment optimization recommendations and planning. Specifically, the LLE report will provide:

- Information to determine feasibility of effective treatment alternatives
- Data to critically evaluate phosphorus sources
- Information to provide financial impact estimates for sanitary sewer users serviced by the AWWTP (which could result from more restrictive pollutant limits)

RFP PROCESS:

The request for proposal was distributed to four engineering firms. Representatives from each firm attended a pre-proposal meeting to define the project, scope, and to answer any questions. A facility tour was held to orient the engineering firms to the project location. The proposals were reviewed and scored by AWWTP and DPW staff prior to the opening of the bid tabulation document. The following table identifies the engineering firms along with their proposal score and proposal pricing:

Company	Total Score (1)	Quote Pricing	Points per Dollar Factor (2)
Donohue	226	$49,757	45
McMahon	185	$36,455	51
REL	184	$37,045	50
Strand	305	$48,700	63

Notes:

1. "Total Score" represents the combined total from each of the four evaluation team members.
2. "Points per Dollar Factor" = Quote Pricing divided by Total Score x 10,000. The highest number is considered the greatest value.

An evaluation team completed their review of the submitted proposals and found Strand Associates had provided a proposal that best met the City's needs. Their proposal discussed project elements in specific detail with an approach that met all project objectives. Strand Associates has demonstrated relevant LLE experience with other municipalities of similar size and has satisfactorily completed project work for the AWWTP in the past. Therefore, the evaluation team recommends that the contract be awarded to Strand Associates.

RECOMMENDATION:

I am requesting approval of an engineering contract for the Pretreatment Program Local Limit Evaluation Project to Strand Associates in an amount of $48,700 plus a 5% contingency of $2,435 for a total not to exceed project engineering cost of $51,135.

If you have any questions or require additional information regarding this project please contact Chris Stempa at 920-832-5945.