GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE
MEETING AGENDA
TUESDAY, OCTOBER 8, 2019

COMMITTEE-OF-THE-WHOLE SPECIAL MEETING – 6:30 PM **PAGE**

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PUBLIC COMMENT** – At this time the public may address the Council on any topic whether on the agenda or not, except those scheduled for public hearing.

4. **NEW BUSINESS**

   A. Resolution approving Task Order No. 2019-04 with HLA Engineering and Land Surveying, Inc., for the Sludge Drying Bed Evaluation and Design 1-6

5. **OTHER BUSINESS**

6. **ADJOURNMENT**

CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING

ITEM TITLE	**AGENDA NO.:** New Business 4 (A)
Resolution approving Task Order No. 2019-04 with HLA Engineering and Land Surveying, Inc., for the Sludge Drying Bed Evaluation and Design	**AGENDA DATE:** October 8, 2019
DEPARTMENT	**FUNDING CERTIFICATION** (City Treasurer) (If applicable)
Public Works Department	

DEPARTMENT HEAD REVIEW

Cus Arteaga, City Administrator/Public Works Director

CITY ADMINISTRATOR **MAYOR**

ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

The City's Wastewater Treatment Plant (WWTP) is operated under the terms of a National Pollutant Discharge Elimination System Permit issued by the Washington State Department of Ecology. A by-product of the operation is the production of waste solids known as "sludge." The sludge is dewatered and placed on asphalt-paved drying beds where it is dried to remove moisture and to reduce pathogens. The dried and treated sludge, now regulated as "biosolids," can be applied to agricultural land and put to beneficial use as a soil amendment. The City contracts with Natural Selection Farms to haul the biosolids away and put them to beneficial use.

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

The production of sludge has increased with higher WWTP influent loadings, so the City does not have enough paved drying bed space and sludge is placed on the ground to dry. Furthermore, Natural Selection Farms charges based on the weight of the biosolids hauled away from the WWTP. Therefore, the City dries the biosolids as much as possible to reduce the hauling cost which further increases the need for drying bed space. Future WWTP improvements are being considered that will also generate more sludge, so the City is interested in examining long-term, cost-effective methods for sludge treatment and disposal.

Alternative drying strategies are acceptable to Ecology, provided pathogen reduction requirements are met. Therefore, before moving forward with a paved sludge drying bed project, the City wishes to examine alternatives, consider both capital and operating costs, and select a method based on life cycle costs. The selected method will influence and establish the required size of the sludge drying beds. Phased construction of the beds will be considered to coordinate with growth and the City's annual capital project expenditure.

Attached is Task Order No. 2019-04 with HLA Engineering and Land Surveying, Inc., for the Grandview Stormwater Improvements in the amount of $18,000 for professional engineering services and land surveying.

ACTION PROPOSED

Move a resolution approving Task Order No. 2019-04 with HLA Engineering and Land Surveying, Inc., for the Sludge Drying Bed Evaluation and Design to the regular Council meeting for consideration.

RESOLUTION NO. 2019-___

A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON, APPROVING TASK ORDER NO. 2019-04 WITH HLA ENGINEERING AND LAND SURVEYING, INC., FOR THE SLUDGE DRYING BED EVALUATION AND DESIGN

WHEREAS, the City of Grandview has entered into a General Services Agreement with Huibregtse, Louman Associates, Inc., (HLA) for work pursuant to task orders; and,

WHEREAS, the City would like enter into a Task Order with HLA to provide professional engineering services and land surveying for the Sludge Drying Bed Evaluation and Design,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, AS FOLLOWS:

The Mayor is hereby authorized to sign Task Order No. 2019-04 with HLA Engineering and Land Surveying, Inc., to provide professional engineering services and land surveying for the Sludge Drying Bed Evaluation and Design with an estimated total amount of $18,000.00 in the form as is attached hereto and incorporated herein by reference.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at a special meeting on _____, 2019.

MAYOR

_____

ATTEST:

_____

CITY CLERK

APPROVED AS TO FORM:

_____

CITY ATTORNEY

TASK ORDER NO. 2019-04

REGARDING GENERAL AGREEMENT BETWEEN CITY OF GRANDVIEW

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Sludge Drying Bed Evaluation and Design
HLA Project No. 19127E

The City of Grandview (CITY) operates a wastewater treatment plant (WWTP) under the terms of a National Pollutant Discharge Elimination System (NPDES) Permit issued by the Washington State Department of Ecology (Ecology). A by-product of the operation is the production of waste solids known as "sludge." The sludge is dewatered and placed on asphalt-paved drying beds where it is dried to remove moisture and to reduce pathogens. The dried and treated sludge, now regulated as "biosolids," can be applied to agricultural land and put to beneficial use as a soil amendment. The CITY contracts with Natural Selection Farms to haul the biosolids away and put them to beneficial use.

The production of sludge has increased with higher WWTP influent loadings, so the CITY does not have enough paved drying bed space and sludge is placed on the ground to dry. Furthermore, Natural Selection Farms charges based on the weight of the biosolids hauled away from the WWTP. Therefore, the CITY dries the biosolids as much as possible to reduce the hauling cost, which further increases the need for drying bed space. Future WWTP improvements are being considered that will also generate more sludge, so the CITY is interested in examining long-term, cost-effective, methods for sludge treatment and disposal.

Alternative drying strategies are acceptable to Ecology, provided pathogen reduction requirements are met. Therefore, before moving forward with a paved sludge drying bed project, the CITY wishes to examine alternatives, consider both capital and operating costs, and select a method based on life cycle costs. The selected method will influence and establish the required size of the sludge drying beds. Phased construction of the beds will be considered to coordinate with growth and the CITY's annual capital project expenditure.

SCOPE OF SERVICES:

At the direction of the CITY, HLA Engineering and Land Surveying, Inc. (HLA), shall provide the following professional engineering and land surveying services to evaluate the sludge drying and disposal process and design the recommended asphalt-paved sludge drying beds:

1.0 Sludge Treatment Process Evaluation

This phase will result in the selection of a long-term method for sludge treatment and disposal. Work performed by HLA will include the following services:

1.1. Meet with the CITY to discuss the existing sludge treatment and disposal process, limitations of the current methodology, and suitable methods to meet Ecology requirements.

1.2. Gather data on existing sludge operations, including sludge volumes wasted, solids content, hours of dewatering operation, drying practices, volumes hauled, and disposal costs.

1.3. Estimate future sludge wasting demands, including the addition of a third treatment train on the 1.5 MGD mechanical treatment plant.

1.4. Develop options for sludge wasting, treatment, and disposal compatible with the treatment process and suitable for the CITY's operating procedures.

1.5. Estimate the sludge drying bed space needed for the options considered. Estimate capital and operating costs, and compare life-cycle costs of the options.

1.6. Meet with the CITY to discuss options and select a recommended alternative.

1.7. Prepare a written Memorandum of the options and costs, including a recommended alternative for consideration by the CITY. Provide a draft Memorandum to the CITY for review.

1.8. Incorporate CITY comments and submit final Memorandum to CITY.

2.0 Engineering Design, Plans, and Specifications

This phase will provide plans, specifications, and contract documents for the CITY's use in securing bids for construction of new sludge drying beds. Phased construction of the improvements will be considered.

2.1. Perform field investigations necessary to design the identified improvements on aerial plan sheets. Perform a topographic survey to the extent needed to supplement aerial plan sheets and determine construction quantities.

2.2. Perform preliminary design and present preliminary plans to the CITY prior to detailing final plans.

2.3. Based on approved preliminary plans, perform the final design, and prepare complete plans and specifications for bid call on the proposed work, as authorized by the CITY.

2.4. Prepare Engineer's Opinion of Construction Cost.

2.5. Furnish electronic copies of the final plans and specifications for bidding.

3.0 Bidding Assistance and Services During Construction

The following services will be provided for each phase of construction. The number of construction phases will depend on coordination with growth and available funding.

3.1. Answer and supply such information as requested by prospective bidders.

3.2. Prepare and issue addenda, if necessary.

3.3. Attend bid opening and participate in the bid opening and evaluation process.

3.4. Prepare summary of bids received and review bidder's qualifications.

3.5. Make a recommendation to the CITY of construction contract award.

3.6. Prepare Notice of Award to the Contractor following CITY's award of the Contract.

3.7. Prepare construction contracts and assist in reviewing bond and insurance.

3.8. Coordinate and conduct preconstruction conference followed by issuance of Notice to Proceed.

3.9. Furnish a field survey crew to set necessary horizontal and vertical control for the improvements authorized for construction.

3.10. Review Contractor's submittals for general conformance with the project specifications.

3.11. Furnish a qualified resident engineer (inspector) to observe construction to be on the job site when significant work is in progress. The resident engineer's sole duty shall be to provide surveillance of project construction for substantial compliance with plans and specifications.

3.12. Prepare construction progress reports for the days when the resident engineer is present.

3.13. Recommend progress payments for the Contractor to the CITY.

3.14. Prepare and submit proposed contract change orders, when applicable.

3.15. Conduct a final project inspection and prepare a punch list for the CITY of items to be corrected by the Contractor.

3.16. Prepare record drawings of civil-related improvements based on the Contractor's as-built plans.

4.0 Additional Services

4.1. Provide professional engineering and land surveying services for additional work requested by the CITY that is not included in the phases of work described above.

5.0 Items to be Furnished and Responsibility of CITY

The CITY will provide or perform the following:

5.1. Provide full information as to CITY requirements of the work items.

5.2. Assist HLA by placing at their disposal all available information pertinent to the project, including previous reports, drawings, plats, surveys, utility records, and any other data relative to design and construction.

5.3. Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by HLA, and render in writing decisions pertaining thereto within a reasonable time so as not to delay the work of HLA.

5.4. Obtain approval of all governmental authorities having jurisdiction over the work items, and approvals and consents from other individuals or bodies as may be necessary for completion. Pay all review fees and costs associated with obtaining such approvals.

5.5. Pay for project bid advertisement costs, if necessary.

5.6. Pay for all necessary testing costs not paid by the Contractor.

5.7. Pay for all necessary permit fees not paid by the Contractor.

TIME OF PERFORMANCE:

Following authorization to proceed, HLA will diligently pursue completion of the project with the following schedule anticipated:

1.0 Sludge Treatment Process Evaluation

Evaluation of the sludge treatment process will commence immediately following notice to proceed, and a draft Memorandum will be submitted to the CITY within sixty (60) calendar days.

2.0 Engineering Design, Plans, and Specifications

Time of completion for work directed by the CITY under this phase shall be negotiated and mutually agreed upon at the time service is requested by the CITY.

3.0 Bidding Assistance and Services During Construction

Time of completion for work directed by the CITY under this phase shall be negotiated and mutually agreed upon at the time service is requested by the CITY. Services may be required for one or more phases of construction.

4.0 Additional Services

Time of completion for work directed by the CITY under additional services shall be negotiated and mutually agreed upon at the time service is request by the CITY.

FEE FOR SERVICE:

For the services furnished by HLA as described under this work item, the CITY agrees to pay HLA the fees as set forth herein. The amounts listed below may be revised only by written agreement of both parties.

1.0 Sludge Treatment Process Evaluation

All work in Phase 1.0 shall be performed for the Lump Sum fee of $18,000.00.

2.0 Engineering Design, Plans, and Specifications

All work in Phase 2.0 shall be performed for a Lump Sum fee to be determined based on the selected method of sludge drying and disposal as authorized by the CITY and agreed upon by HLA in writing prior to proceeding with the services.

3.0 Bidding Assistance and Services During Construction

Any work requested by the CITY for Bidding Assistance and Services During Construction shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with the services. HLA will perform the work on a time-spent basis at the hourly billing rates included in our General Agreement, plus reimbursement for direct non salary expenses such as laboratory testing, reproduction expenses, out-of-town travel costs, and outside engineers.

4.0 Additional Services

Any additional work requested by the CITY not included in the other phases shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with the services. HLA will perform the additional services as directed/authorized by the CITY on a time-spent basis at the hourly billing rates included in our General Agreement, plus reimbursement for direct non salary expenses such as laboratory testing, reproduction expenses, out-of-town travel costs, and outside engineers.

Proposed: _____ _____

HLA Engineering and Land Surveying, Inc. Date
Michael T. Battle, PE, President

Approved: _____ _____

City of Grandview Date
Gloria Mendoza, Mayor