

**RESOLUTION NO. 1081**

**A RESOLUTION INCREASING THE APPROPRIATION OF FUNDS FOR THE MODULAR WATER QUALITY LABORATORY PROJECT BASED ON COST SAVINGS TO BE REALIZED BY THE WASTEWATER TREATMENT PLANT FACILITY HEADWORKS IMPROVEMENT PROJECT.**

WHEREAS, the Wilsonville City Council authorized the expenditure of \$80,000 for the Modular Water Quality Laboratory Project on August 16, 1993; and

WHEREAS, the Laboratory Project will require an additional expenditure of \$20,000 in order to complete all project components; and

WHEREAS, the Wilsonville City Council authorized the expenditure of \$120,000 for the Wastewater Headworks Improvement Project on September 20, 1993; and

WHEREAS, the Headworks Improvement Project will require approximately \$23,000 less than the total authorized project expenditure; and

WHEREAS, the City of Wilsonville desires to complete the Laboratory Project in a timely manner.

NOW, THEREFORE, the City of Wilsonville resolves as follows:

1. The appropriation and expenditure authorization for project funding within the adopted 1993/94 Sanitary Sewer Capital Projects Fund is to be modified to reflect the following:

<u>Line Item</u>	<u>Description</u>	<u>Budgeted Appropriation</u>	<u>Revised Appropriation</u>
7702001	Wastewater Headworks	\$120,000	\$100,000
7702001	Enlarge Operations	\$ 80,000	\$100,000

ADOPTED by the City Council of the City of Wilsonville at a special meeting thereof this 24th day of January, 1994, and filed with the Wilsonville City Recorder this date.

  
GERALD A. KRUMMEL, Mayor

ATTEST:

Vera A. Rojas

VERA A. ROJAS, CMC/A&E, City Recorder

SUMMARY of Votes:

Mayor Krummel	<u>AYE</u>
Councilor Benson	<u>AYE</u>
Councilor Hawkins	<u>AYE</u>
Councilor Lehan	<u>AYE</u>
Councilor Van Eck	<u>ABSENT</u>



City of  
**WILSONVILLE**  
In OREGON

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COMMUNITY DEVELOPMENT DEPARTMENT  
MEMORANDUM

**DATE:** JANUARY 18, 1994

**TO:** ARLENE LOBLE  
CITY MANAGER

**FROM:** ELDON JOHANSEN  
COMMUNITY DEVELOPMENT DIRECTOR

**RE:** MODIFICATIONS OF THE CITY OF WILSONVILLE WASTEWATER  
TREATMENT PLANT

The City's Wastewater Treatment Plant was originally constructed in 1972/73. There have been two plant expansions since that time. In 1981, the rotating biological contactors, the secondary clarifiers, and the sand filters were constructed to provide large hydraulic and organic treatment capacities. The purpose of the rotating biological contactors was to provide secondary treatment with very economical power costs. The RBCs are a very efficient secondary treatment system for normal domestic wastes. The City of Wilsonville has a significant industrial base which produces sewage which is of a higher strength than can be properly treated by an RBC system. The system is nearing capacity and expansion is needed in the 1995/96 time frame.

The attached executive summary from CH2M Hill provides a capitulation of short-term improvements and suggested long-term modifications which are needed to insure that the Wastewater Treatment Plant will continue to provide adequate capacity in the near and long term. Short-term improvements are nearing completion.

In March, 1990, the consulting engineering firm of Curran-McLeod, Inc. prepared a "Facilities Plan Report" for an upgrade of the Wastewater Treatment Plant. In this report there were improvements totaling slightly over \$300,000 that were recommended for the short-term relief of odor problems at the plant. A contractor is presently completing modifications of the headworks, which will complete the recommended near-term improvements.

The report from Curran-McLeod, Inc. recommended that the rotating biological contactors be replaced with an activated sludge system. This recommendation would involve replacement of the RBCs prior to the anticipated end of their useful life.

Memo To: Arlene Lobbe, City Manager  
Re: Modifications of the City of Wilsonville Wastewater Treatment Plant  
January 18, 1994 - Page 2

In the spring of 1993, staff engaged the firm of CH2M Hill to review the Wastewater Treatment Plant and to determine what their recommendations would be. CH2M Hill was engaged, since they had originally designed and supervised the construction of the RBCs. CH2M Hill also concluded that the RBCs need to be replaced with some version of an activated sludge system. The cost estimates by CH2M Hill for the replacement of the RBCs vary from \$2,829,000 to \$5,824,000 depending on the process selected. These costs do not include construction of an operations and laboratory building, upgrade of the disinfection system, upgrade of digesters or upgrade of the sand filters.

This subject was discussed with Council at a study session on November 1, 1993. Following the study session staff solicited for "Statements of Interest and Qualifications" from consulting engineer firms to provide preliminary engineering services, design services, and engineering services during expansion of the Wastewater Treatment Plant. The City subsequently interviewed all seven firms that had submitted "Statements of Interest and Qualifications". This interview was conducted by Mr. Steve Starner, Public Works Director; Mr. Dan Snyder, Wastewater Treatment Plant Supervisor; Mr. Mike Stone, City Engineer; and the undersigned. The selection of a consultant was guided by the publication entitled Oregon QBS Design Selection of Public Interest, which is published by the Oregon Council of Architects, the Consulting & Engineers Council of Oregon, and Professional Engineers in Private Practice. The selection team evaluated the proposals and the interviews using this guidance and selected CH2M Hill as the firm that is best qualified to provide consultant services for the upgrade of the Wastewater Treatment Plant. The competition was extremely intense, with several of the consulting firms being very well qualified to accomplish the plant expansion.

Following the selection of CH2M Hill, staff and CH2M Hill have prepared an "Engineering Services Agreement" and a detailed task order to prepare the "Facilities Report". The project is very different from our typical project, in that the scope of work for follow-on phases depends on the results that are obtained in the "Facilities Report" and subsequent design depends on the preliminary design. As a result, the "Engineering Service Agreement" provides for an overall agreement for consultant services. The specific Statement of Work and the cost for each succeeding phase will be negotiated prior to the beginning of work on each task order.

Funds are available to accomplish the preparation of the "Facilities Report". Work on subsequent phases of the project will be dependent on financing.

Recommendation:

That Council approve the Resolution authorizing the City Manager to sign an "Engineering Services Agreement" with CH2M Hill for preliminary engineering design services and engineering services during construction for the expansion of the Wastewater Treatment Plant.

  
\_\_\_\_\_  
Eldon R. Johansen, Community Development Director

1/20/94

\_\_\_\_\_  
Date

ej:md

Attachment: CH2M Hill Summary

pc: file

**TASK ORDER NO. 2**  
**City of Wilsonville**  
**Wastewater Treatment Plant**  
**Facility Planning and Compliance Investigation**  
**(1/18/94)**

**Subject:** ORIGINAL AGREEMENT to furnish engineering services to City of Wilsonville, Oregon, for implementation of the Wilsonville Wastewater Treatment Plant (WWTP) Expansion project dated January 18, 1994.

Upon execution of this Task Order by City of Wilsonville, Oregon (CITY) and CH2M HILL, INC. (ENGINEER) in the space provided below, this Task Order will serve as authorization for ENGINEER to carry out and complete the services as set forth below in accordance with the referenced AGREEMENT between CITY, and ENGINEER.

1. Purpose

The purpose of this Task Order No. 2 is to prepare a Wastewater Facility Plan Report using the March 1990 City of Wilsonville Wastewater Treatment Plant Facilities Plan and other recent technical memoranda. The goal of the overall project is to construct improvements necessary to increase the treatment capacity up to 2.25 mgd by 1997 and comply with discharge requirements. The scope of this task order includes (1) assisting the CITY with modifying the current Stipulated Final Order (SFO) to address current discharge compliance problems, and (2) preparation of a Facilities Plan Report for submission to the Oregon Department of Environmental Quality (DEQ). It is agreed that the scope of this Task Order does not include all facility plan tasks necessary to be eligible for a State Revolving Fund loan.

2. Scope of ENGINEER Services

The ENGINEER will perform the following services:

**A. *Project Management***

1. Meet with CITY staff. Develop project objectives and a common understanding of the project. Establish team goals, framework, and working relationships. Discuss logistics, such as information transfer and billings. Discuss draft Master Contract. Agree on first task order.
2. Meet with DEQ to determine Facility Plan requirements and discuss interim compliance issues. Finalize Task Order No. 2.

3. Develop a written work plan. Prepare detailed project schedule. Oversee the activities of project team members, schedule their work, and monitor progress. Administer the Contract and prepare invoices. Document progress to date with each billing invoice.

***B. Interim Permit Compliance Issues***

1. Prepare a draft letter to DEQ that identifies interim permit compliance problems and proposes interim requirements to be amended to the existing SFO.
2. Respond to DEQ comments and assist CITY with negotiating modifications to the SFO.

***C. Facility Planning***

The ENGINEER will perform the following services as required to prepare a facilities plan report for the City of Wilsonville. The study period will be 20 years.

**Purpose and Need for the Project**

1. Prepare a summary statement of the needs and goals of this project.

**Existing Conditions**

2. Define the study area physical and environmental characteristics.
3. Inventory the existing wastewater collection system and wastewater treatment facility.
4. Meet with CITY to gather information on existing domestic and industrial wastewater characteristics. Review data and determine existing wastewater flows and characteristics.
5. Determine if an Infiltration/Inflow Analysis is required. Submit a draft of this section to DEQ.
6. Assist CITY with obtaining industrial wastewater data, if necessary.

**Future Conditions**

7. Define the planning period and population and land use projections.
8. Develop domestic and industrial wastewater flow and load projections. Meet with CITY to verify projections. Submit a draft of this section to DEQ.

### **Water Quality and Regulatory Standards and Criteria**

9. Summarize effluent discharge, reuse, and biosolids disposal regulatory requirements. Submit a draft of this section to DEQ.

### **Wastewater Treatment and Effluent Disposal Options**

10. Conduct a workshop with CITY staff to develop wastewater treatment and disposal options and design criteria.
11. Screen out unfeasible and impractical options. Develop remaining options.
12. Meet with CITY to select final option. Submit a draft of this section to DEQ.

### **Sludge Stabilization and Disposal Options**

13. Conduct a workshop with CITY staff to develop sludge stabilization and disposal options and design criteria.
14. Screen out unfeasible and impractical options. Develop remaining options.
15. Meet with CITY to select final option. Submit a draft of this section to DEQ.

### **Wastewater Management Program Recommendation**

16. Conduct a workshop with CITY staff to develop the wastewater management program recommendation.
17. Prepare the wastewater management program recommendation and develop an implementation schedule and financing program. Coordinate this work with Task Order No. 1.

### **Draft Facilities Plan**

18. Prepare 10 copies of the draft facility plan for review by CITY and DEQ.

### **Final Facilities Plan**

19. Respond to CITY and DEQ comments and revise the draft as necessary.
20. Prepare 30 copies of the final Wastewater Facility Plan.

### **3. Project Personnel**

ENGINEER project personnel listed below shall not be changed or substituted without prior authorization from the CITY.

Project Manager: Mike Bracken  
Project Engineer: Daria Wightman

#### 4. Scope of City Services

The CITY will provide the following services to support this Task Order in addition to the general services defined in the original agreement.

- a. Provide current and proposed land use and sewer service areas currently approved by CITY or other agencies served by CITY.
- b. Provide current and projected service area population currently approved by CITY or other agencies served by CITY.
- c. Participate in options screening work sessions.
- d. Review the summary Draft Facilities Plan Report.
- e. Give thorough consideration to all reports, schedules, budgets, and other documents presented by the ENGINEER and inform ENGINEER of all decisions.
- f. Advise ENGINEER of changes or additions to the scope of services required to satisfy the program objectives.
- g. Coordinate communications with other CITY departments and other involved parties.
- h. Conduct sampling and analysis.

#### 5. Time of Performance

ENGINEER and OWNER have discussed the Task Order No. 2 Scope of Services and agree on completion of the Draft Facilities Amendment Report within 6 months of execution of Task Order. The Final Report shall be completed within 4 weeks of receiving CITY and DEQ review comments.

#### 6. Compensation

The compensation for services as set forth in this Task Order No. 2 shall be based on Cost Reimbursables—Multiplier, as described in Article 2 of the Master Agreement. A budget of \$150,000.00 is hereby established for this task order, which will not be exceeded without approval by the CITY.



7. Other Conditions/Requirements

Reference original agreement.

City of Wilsonville, Oregon

CH2M HILL, INC.

By: \_\_\_\_\_

By: Richard Kuehn

Title: \_\_\_\_\_

Title: Transportation Mgr.

Date: \_\_\_\_\_

Date: Jan. 18, 1994