

TOWN OF FRASER
BOARD OF TRUSTEE AGENDA ITEM
Board Meeting Date: January 8, 2020

CONSENT AGENDA

Consideration of A Resolution Authorizing the Award of a Consultant Contract to Merrick and Associates for Wastewater Collection System Master Plan in The Amount of \$58,752.00 and a Contingency amount of \$11,248.

DEPARTMENT: Public Works

PRESENTER: Russell Pennington, Public Works Director

FISCAL INFORMATION:

Cost as Recommended: \$ 70,000
Balance Available: \$ 80,000
Fund: Wastewater
Budget Line Item Number: 55-40-330
New Appropriation Required: No

STAFF RECOMMENDATION: Approve the Resolution to award said contract, authorize the appropriate Town officer to execute said contract, and authorize Staff to expend contracted funds and contingency funds.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The 2020 Wastewater Capital Budget has funds appropriated for a Wastewater Collection System Master Plan. The Town of Fraser has never had a Wastewater Master Plan. It is important to have an effective master plan in place that will support the success of the town's wastewater systems. The plan will enable cohesive implementation of facilities and system planning of individual utility components. With Fraser's current growth, Inflow and Infiltration (I&I), and aging infrastructure, this master plan will give the town a road map to successful operation of the wastewater collections system.

The Consultant will review the existing system and related reports, maps and documentation; meet and coordinate with Town Staff; evaluate the current state of the sanitary sewer collection system with respect to current loading, system capacity, system condition and regulatory requirements; evaluate probable future loading and requirements based on projected development and evaluate probable future condition and serviceability of the system due to system aging; perform hydraulic system modeling and analysis; identify needed improvements and system preservation/rehabilitation measures and estimate costs for same; and produce a new Wastewater Collection System Master Plan. The Master Plan will include recommended policies, practices, capital improvements and other measures for the orderly operation of municipal wastewater service within the Town.

A Request for Proposal was posted on the Town's website. A prebid meeting was held with potential consultants to answer any questions.

The Town received 2 proposals. Staff reviewed both proposals in detail. Both the proposals met the proposal requirements.

Low Fee Proposal Information

Merrick and Company \$ 58,752.00

Staff is recommending awarding Merrick and Company this project. Town Staff has successfully worked with Merrick and Company on several projects and are very well respected in the engineering community.

Project Budget Summary

Contract	\$58,752.00
<u>Contingency (20%)</u>	<u>\$11,248.00</u>
Total	\$70,000.00

Project Schedule

Notice of Award	January 8, 2020
Draft Plan	Later Summer, 2020
Final Plan	Fall, 2020

ATTACHMENTS:

- a. Resolution