



Legislation Text

File #: 19-821, **Version:** 1

City Council Meeting Date: April 16, 2019

To: Mayor and City Council
City Administrator, Ben Martig

From: David Bennett, P.E., Public Works Director/City Engineer
Justin Wagner, Utilities Manager

Consider Approving Request for Proposals for Wastewater Treatment Plant Operational Analysis and Facility Study Update.

Action Requested:

The Northfield City Council is to consider a Motion approving the Request for Proposals for the Wastewater Treatment Plant Operational Analysis and Facility Study Update.

Summary Report:

The City Council is being asked to consider approving the Request for Proposals (RFP) for the Wastewater Treatment Plant Operational and Vulnerability Analysis and Facility Study Update. Upon approval by the City Council, the RFP will be sent out to various engineering firms.

The engineering firms are being asked to develop two studies for the City. First, they will develop an operational analysis. This will review the current operation of the facility as well as provide guidance for best operating procedures. The second study is an update to the current Facility Study. This will provide an update to the Capital Improvement Plan by identifying when items should be replaced at the Wastewater Treatment Plant over the next ten years.

Financial Impacts:

Staff have budgeted \$150,000 for this work.

Tentative Timelines:

- ☐ April 17, 2019 solicitation for proposals begins
- ☐ May 8, 2019 proposal submittal deadline
- ☐ May 13, 2019 staff review of proposals completed
- ☐ May 21, 2019 firm selected
- ☐ June - September, 2019 operational analysis completed and facility study updated
- ☐ Sept 26, 2019 draft operation analysis and facility study submitted
- ☐ Oct 8, 2019 study reviewed at City Council
- ☐ Oct 24, 2019 final report due
- ☐ Nov 5, 2019 City Council accepts report

