

**CITY OF PALMER ACTION MEMORANDUM**

**SUBJECT:** Authorize the City Manager to Enter into and Execute a Contract in the Amount of \$20,000 with Alaska Chem Engineering for Professional Services as the City of Palmer Owner's Representative for the Waste Water Treatment Plant and Direct the Manager to Prepare a Budget Amendment to Appropriate the Funds for the Contract

**AGENDA OF: May 27, 2008**

**Council action:** Authorized

**Approved for presentation by B.B. Allen, City Manager** *Maria Colella*

Route To:	Department/Individual:	Initials:	Remarks:
X	Originator – City Manager		
X	City Clerk	<i>JM</i>	
X	City Attorney	<i>EA</i>	
	Public Safety Director		
	Administrative Services Director		
	Community Services Director		
	Planning & Community Development Director		
	Public Works Director		

**Attachment(s):** None.

**Fiscal note:**

	No fiscal impact.	
	Funds are budgeted from this account number:	
X	Funds are not budgeted. Budget modification is required. Affected account number: Waste Water Fund	<i>0201106028</i>

Finance Director Signature: *[Signature]*

**Summary statement:** The City Manager recommends entering into a contract with AlaskaChem Engineering to serve as the City's "Owner's Representative" to assist the City with the Waste Water Treatment Plant (WWTP).

It is necessary to have professional guidance as the City charts the future course of this facility. An immediate concern is the altered ammonia limits established by the Environmental Protection Agency (EPA) through the National Pollutant Discharge Elimination System (NPDES).

AlaskaChem Engineering will evaluate the NPDES permit and assist the City in its efforts to work with the EPA to address and negotiate this issue. AlaskaChem Engineering will also advise the City of interim WWTP modification ranking to find the most cost effective alternatives for interim changes. Finally, the Company will assist the City with long range planning for the future.

A total of three companies were solicited for the task, however only AlaskaChem submitted a written proposal. The proposed Professional Services Agreement is in the amount of \$20,000.

**Administration recommendation:** Authorize action memorandum 08-038.