

COUNCIL COMMUNICATION

	Number:	21-414	Meeting:	October 4, 2021
	Agenda Item:	37	Roll Call:	21-1488
	Submitted by:	Chris Johansen, Neighborhood Services Department Director		

AGENDA HEADING:

Accepting proposal of RK and Associates, Inc. (RK) to provide odor study and consulting services and authorizing City Manager to execute agreement.

SYNOPSIS:

The City is in need of environmental expertise to study the odor causing components which exist and are airborne in the local environment so that it can determine whether and how to regulate those components.

FISCAL IMPACT:

Amount: \$83,000

Funding Source: NS001000-521020 Consultants and Professional Services

ADDITIONAL INFORMATION:

- The City Manager's Office requested the Finance Department Procurement Division to solicit proposals for an Odor Study and the Procurement Division solicited bids for such services by advertisement and mailing RFP No. N21-41 Odor Study for the City of Des Moines to 14 potential proposers with four (4) proposals received.
- The Evaluation and Selection Committee determined that the proposal submitted by RK (2 South 631 Route 59, Suite B, Warrenville, Illinois 60555), was the highest scoring proposal and recommends such proposal to the City Council for award of contract.
- The terms of the contract include:
 - RK will present on-site classroom and field training sessions on odor science, odor dispersion/transport, and odor monitoring and complaint response to staff.
 - RK will review odor complaints received by the City of Des Moines in the past two (2) years. Odor complaint's location, frequency, and odor characteristics will be plotted on City map. Potential odor sources near clusters of odor complaints will be identified.
 - RK will develop and implement an "Odor Monitoring Plan" to determine the City of Des Moines baseline odor levels. RK will either conduct, or arrange and oversee odor monitoring activities.

- RK will recommend which odor compounds could be the cause of the odors. Ambient samples will be collected and analyzed to determine the concentrations of those compounds.
- Results from the baseline odor scans will be presented to the City in the form of a report.
- During this task, RK will assist the City to evaluate all existing odor regulations and assist in selecting the most appropriate one for its specific general use or targeting a specific industry within City premises.

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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