

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

**OFFICE OF THE CITY MANAGER
CITY OF DES MOINES, IOWA**

00-097

SYNOPSIS -

AGENDA:

MARCH 20, 2000

SUBJECT:

Professional Services
Agreement for
Engineering Services -
New Process Control
System

Amendment No. Four has been negotiated with the Professional Engineering Service Firm of EMA Services, Inc., (George Mathis, President, 1970 Oakcrest Avenue, St. Paul, MN, 55113), to provide Construction Phase Services in connection with the installation and implementation of the new Process Control System at the Wastewater Reclamation Authority (WRA). In addition to normal construction phase services, this agreement provides for application development, configuration, optimization, and training for the New Process Control System. The agreement also provides for development of a strategic information technology plan and team training in conjunction with the Change Management Program.

TYPE:

FISCAL IMPACT -

**RESOLUTION
ORDINANCE
RECEIVE/FILE**

Compensation to the Consultant under the terms of Amendment No. Four shall be based on actual costs not to exceed \$656,601 plus a fixed fee of \$83,033. Total maximum compensation for Amendment No. Four is not to exceed \$739,634.

SUBMITTED BY:

FLOYD BENTZ, P.E.
CITY ENGINEER

Funds to support this project are budgeted for in Capital Improvement Programs (CIP) Index Code 396663, Wastewater Reclamation Facility - Process Control System Replacement -- Account 521020, Fund EN267, Organization ENG990000, Project/Grant WRA066, Activity ID No. 01-1998-023.

RECOMMENDATION -

Approval.

BACKGROUND -

On August 4, 1997, by Roll Call No. 97-2709, Council

approved an agreement with EMA Services, Inc., to conduct an assessment of the WRA relative to private contract operations, and to evaluate the Process Control System. Amendment No. One to that agreement was approved on June 15, 1998, by Roll Call No. 98-1929, to provide for Design Phase Services for a new Process Control System at the treatment plant.

Amendments No. Two and No. Three were approved on June 15, 1998, by Roll Call No. 98-1930, and on March 15, 1999, by Roll Call No. 99-765, provided for design of a change management program and re-engineering work practices in conjunction with the Change Management Process at the treatment plant.

The design of the Process Control System provided for by Amendment No. One is now complete and the City is now ready to proceed with bids for installation and implementation of the new Process Control System. Supplemental Agreement No. Four provides for bid and construction phase services for the new Process Control System. In order for the process control system to become operational, it must be configured, optimized, and application programs developed. The consultant will oversee and work with the Wastewater Reclamation Facility (WRF) staff to accomplish these tasks. It is essential that the WRF personnel have a working knowledge of the configuration, optimization, and applications program development process in order to continue to operate and maintain the system. It is estimated that the construction and implementation process will last 15 months, with a major portion of the consultant's services consisting of applications development, configuration, and training.

Attached is a Consultant Summary Sheet showing EMA Services, Inc.'s, consulting services in relationship to both the WRA Change Management Program, and the WRA Process Control System.

Attachment







