

## Grand Ledge City Council Resolution #68 of 2024

### **A Resolution to Approve a Proposal From Hubbell, Roth and Clark, Inc., for Design Engineering Services for the Wastewater Treatment Plant and Collection System Improvements Project, Clean Water State Revolving Fund Project #5825-01.**

A resolution adopted by the Grand Ledge City Council, at a regular meeting held on Monday, 09 September 2024, in the Council Chambers, City Hall, 310 Greenwood St., Grand Ledge MI 48837, in compliance with the Open Meetings Act, as amended.

**Whereas**, the City of Grand Ledge, Michigan (“City”) is a municipal corporation organized under the provisions of the Home Rule City Act, Public Act 279 of 1909, as amended, and is governed by the provisions of the Grand Ledge City Charter adopted 07 August 2018, as amended (“Charter”); and

**Whereas**, Charter §13.1A provides:

“The power to make and to authorize the making of contracts on behalf of the City is vested in the City Council and shall be exercised in accordance with the provisions of law”; and

**Whereas**, Hubbell, Roth and Clark, Inc., presented a proposal for design engineering services for the Wastewater Treatment Plant and Collection System Improvements Project, Clean Water State Revolving Fund Project #5825-01; and

**Whereas**, the City Council reviewed the proposal for design engineering services for the Wastewater Treatment Plant and Collection System Improvements Project, Clean Water State Revolving Fund Project #5825-01;

#### **Now, Therefore, It Is Resolved:**

1. The City approves the proposal from Hubbell, Roth and Clark, Inc., for design engineering services for the Wastewater Treatment Plant and Collection System Improvements Project, Clean Water State Revolving Fund Project #5825-01, as attached, and in compliance with the current contract dated 09 February 2023.
2. The City directs the City Manager and Finance Director / Treasurer to appropriate the funds necessary to implement said proposal.
3. The City authorizes and directs the City Manager, or their duly authorized agent or representative, to act as agent on behalf of the City to implement said proposal on behalf of the City; to do any other act(s) or thing(s) which shall be necessary to implement said proposal on behalf of the City; to preserve and protect the rights, duties, and obligations of the City thereunder; and to do any act or thing required by Charter, ordinance, regulation, rule, statute, or other provision of law in order to implement said proposal, and to execute a formal agreement between the City and Hubbell, Roth and Clark, Inc., for professional services.

**Motion by** Logel

**Second by** MacDowell

**Ayes:** Gillespie, Jancek, Lantz, Logel, MacDowell, Mulder, Willems

**Nays:** None

**Absent:** None

Approved:

*Keith O Mulder*

[Keith O Mulder \(Sep 10, 2024 17:01 EDT\)](#)

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Keith O. Mulder, Mayor

I, Gregory L. Newman, Grand Ledge City Clerk, certify this is Resolution #68 of 2024, adopted by the Grand Ledge City Council at a regular meeting held on Monday, 09 September 2024; in the Council Chambers, City Hall, 310 Greenwood St., Grand Ledge MI 48837, in compliance with the Open Meetings Act, as amended.

*Gregory L Newman*

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Gregory L. Newman, City Clerk

To: Grand Ledge City Council

From: David Gutchess, Public Services Superintendent

Date: September 5, 2024

Re: HRC Proposal for Design Engineering Services

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Background: In the council packet you will find a proposal from Hubbell, Roth & Clark, INC. (HRC) for Design Engineering Services associated with the Wastewater Treatment Plant and Collection System Improvements. This proposal includes the design engineering and Construction Engineering needed at the WWTP in order to address the existing consent order and improve the quality of treatment to meet future National Pollutant Discharge Elimination System permits (NPDES). These improvements will also increase the flow capacity from 1.5 to 3.0 million gallons per day.

Issues and Questions Specified: I am asking council to approve this proposal, so HRC is able to move forward with the design and stay within the necessary CWSRF timelines for financing.

Financial Impact: This proposal is in the not to exceed amount of \$1.255 million for the design and \$ 1.520 million for the construction engineering with a total cost of \$2.798 million with \$23,000 already completed for supplemental Geotechnical Investigation.

Recommendation: Staff recommends council approves this proposal

Alternatives: Not approve and be in noncompliance with the NPDES permit and be subject to fines.

Attachments: Wastewater Treatment Plant and Collection System Improvements Project Proposal for Design and Engineering Services.



September 4, 2024

City of Grand Ledge  
310 Greenwood St.  
Grand Ledge, MI 48837

Attn: Adam Smith, City Manager **Via e-mail – [asmith@cityofgrandledge.com](mailto:asmith@cityofgrandledge.com)**

Re: Wastewater Treatment Plant and Collection System Improvements Project  
Proposal for Design Engineering Services

CWSRF 5825-01  
HRC Project 20221119

Dear Mr. Smith:

We are pleased to present this proposal for design engineering services related for the Wastewater Treatment Plant and Collection System Improvements Project.

We understand that HRC will provide design engineering for this project for the development of plans and specifications. The project delivery method will use a conventional design-bid-build approach. Below we have provided more detail regarding the services HRC will provide and we have included the estimated fees.

## SCOPE OF SERVICES

The Scope of Services is based on the Basis of Design and Engineering Analysis completed in June 2024. A general description of the project components is as follows:

- A. Wastewater Treatment Plant Improvements that include the installation of the following:
  1. A new headworks screen with screenings washer compactors and modifications to the existing channel as required.
  2. Vortex grit removal with grit classifier.
  3. New influent pump station and valve vault.
  4. Aerobic granular sludge (AGS) reactors (three total and one equalization and to be equipped in the future as an AGS reactor) with associated influent piping, aeration headers and diffusers, level buffer, adjacent pipe gallery and electrical room, sludge buffer storage, and other appurtenances
  5. Tertiary filtration using disk filters.
  6. Ultraviolet disinfection (UV) including using low-pressure low output UV equipment in the existing chlorine contact chambers
  7. Reaeration in the converted chlorine contact chamber
  8. Modify the retention basin at the WWTP to allow for a maximum influent rate of 8 MGD into the retention basin.
  9. Conversion of the existing primary clarifiers, aeration basin, and secondary clarifiers to wet weather storage.
  10. Conversion of one of the aeration basin to aerobic digestion
  11. Installation of a sludge thickening equipment using a rotary drum thickener or similar technology in a new solids processing building
  12. Associated process interconnection yard piping
- B. Sanitary Sewer Collection System Improvements
  1. Construct an Overflow Chamber with a weir and rubber inline check valve on the River Interceptor Sewer just upstream of WRPS.
  2. Associated collection system modifications

3. Provide three additional pumps at the West River Pump Station (WRPS) to provide a firm capacity to pump 5.4 MGD into the river interceptor sewer can be provided along with sufficient standby power generation capable of operating two pumps during loss of utility power.

### **Task 1 – Basis of Design and 30% Drawing Development**

The design team will work with the City Staff to finalize the basis of design. The work scope that would be completed during this stage includes:

1. Basis of Design Report
  - a. Finalization of the hydraulic and process calculations.
  - b. Technical summary of the project components as outlined above.
  - c. Review of instrumentation and control
  - d. Construction sequencing and constraints
2. Meet with EGLE to review the milestone schedule and provide a status update on the project's approach to addressing the ACO.
3. Conduct relevant plant tours of similar AGS facilities.

### **Task 2 – Preliminary Technical Documents and 60% Drawing Development**

1. Review existing topographic survey and complete additional survey as required for the proposed project.
2. Amend the existing geotechnical report with additional soil borings. As discussed above, we are working with MTC, the engineering firm that completed City's current geotechnical report to provide the required geotechnical evaluation of the new project components including the location of the proposed AGS reactors in the slope to the south of the WWTP.
3. Prepare drawings of the proposed improvements.
4. The anticipated permits for the project include the EGLE Part 41 Construction Permit and Building Permit.
5. The proposed project does not currently include impacts to the floodplain or wetlands but a Joint Permit Application (JPA) will be reviewed based on the final design.
6. The 60% design drawings and specifications will be prepared for review with the City and WWTP staff. Project specifications will include the necessary SRF financing provisions including American Iron and Steel (AIS) and Davis Bacon wage rates.

### **Task 3 – Final Design and Bidding**

1. The 100% design drawings and specifications will be prepared for review with the City and WWTP staff.
2. The drawings will be submitted for the Part 41 Construction Permit application
3. Prepare the Bidding Documents for the City review and preparation of the Part III SRF application.

### **TIMELINE OF PROJECT DESIGN.**

The type of design anticipated will require approximately 200 Drawings and about 1300 pages of Specifications. The tentative project design schedule is provided as follows assuming an FY 2025 Quarter 3 financing schedule:

|                 |  |
|-----------------|--|
| September 2024: | Finalize Basis of Design Report                            |
| September 2024: | 30% Design Development                                     |
| November 2024:  | 60% Design Development and Preliminary Technical Documents |
| January 2025:   | 100% Design Development                                    |
| January 2025:   | Submit EGLE Part 41 Permit                                 |
| February 2025:  | Publish Bids   |
| March 2025:     | Open Bids  |
| April 2025:     | Submit Part III Application                                |
| July 2025:      | Issue Notice to Proceed                                    |

## CWSRF FUNDING ASSISTANCE

We will assist the City with the funding application and continued support through the process with the State. This includes the Part I, II and III applications. We will address questions/comments raised by EGLE in this process.

## BIDDING

We will assist the City with the bidding of the project via a conventional design-bid-build approach. This includes providing a venue for the distribution of the bidding documents to contractors, placing the advertisement, attendance at the pre-bid meeting and bid opening, fielding questions and issuing addenda during the bidding period, and providing a recommendation of award to the City for the bids received.

## BUDGETS

HRC proposes to perform the design engineering as outlined in this proposal for \$1,255,000.00. The Supplemental Geotechnical Investigation has been authorized under a separate proposal in the amount of \$23,000 in July 2024 which uses the previous Geotechnical Report from the 2023 project design. The construction engineering proposal will be submitted under separate letter and would be authorized following the Notice of Award.

**Summary of Design and Construction Engineering Fees**

| <b>Task</b>                                      | <b>Fee</b>            | <b>Notes</b>                            |
|--|-----------------------|---|
| Design Engineering                               | \$1,255,000.00        | To be authorized with this proposal     |
| Supplemental Geotechnical Investigation          | \$23,000.00           | Authorized in July 2024                 |
| Construction Engineering                         | \$1,520,000.00        | Provided under separate letter proposal |
| <b>Total Design and Construction Engineering</b> | <b>\$2,798,000.00</b> |   |

HRC will only invoice the City for the actual time spent on this project and will not exceed the authorized amounts nor the total design and construction engineering fee. If you have any questions or require any additional information, please contact the undersigned.

## CLARIFICATION OF PROPOSAL

We note that the following items are not included in the work of this proposal and will be done by others or in other phases of the work.

1. Environmental testing of soils or other contaminants not specifically listed in this proposal.
2. Sewer rate study required by CWSRF funding. We will work with the Michigan Rural Water Association (MRWA) for this task but will not develop this document.
3. Bond counsel. We will work with the City's bond counsel for the CWSRF requirements but will not provide this service.
4. Construction engineering and construction administration is not included in this fee and a cost proposal would be executed separately from this proposal.
5. The Design and Construction Engineering Fees will not to exceed the \$2,800,000 budget for this work.

## PROJECT TEAM

**Todd Sneathen, PE**, will be the HRC Principal-in-Charge of this project. **Dennis J. Benoit, PE** and **Douglas Urquhart, PE** will perform the duties of Project Manager and Team Coordinator, respectively, for the work of the study and design. Doug will also lead the Process Design. Sub disciplines will include **Michael Roskelley, PE**, Electrical, **Fred Schrieber, PE**, Structural, **Jane Graham, RA.**, Architectural, **Craig Nicely, RA**, Architectural with Century AE, and **Eric Schippers, PE**, Mechanical with Century AE. This HRC team has worked on numerous similar projects and both Doug and Dennis have become familiar with your facilities as a result of previous review work. Resumes, along with relevant project information for any of the above are available upon request.

We greatly appreciate this opportunity to be of service to the City of Grand Ledge on this project. Please feel free to contact us if you have any questions or would like to discuss any details of this proposal.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Todd Sneathen, PE  
Vice President



Douglas I. Urquhart, PE  
Associate

TJS/diu

Cc: City: Dave Gutches, Public Services Superintendent via email - [dgutches@cityofgrandledge.com](mailto:dgutches@cityofgrandledge.com)  
HRC: Dennis Benoit, File.

Proposal Authorized by: \_\_\_\_\_  
CITY OF GRAND LEDGE

Date: \_\_\_\_\_