



## AGENDA REPORT

### City Council Meeting

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**TODAY'S DATE:** August 25, 2025

**MEETING DATE:** September 3, 2025

**TO:** Mayor and City Council

**FROM:** Holly Ellis, Public Works Director

**SUBJECT:** First Amendment to Professional Services Agreement with Stantec Consulting Services, Inc. (City Agreement A25-3257-2) – ***action item***

#### **DESCRIPTION/BACKGROUND:**

The City engaged Stantec Consulting Services, Inc., selected from the City's professional services roster to support ongoing wastewater treatment plant (WWTP) planning and design efforts. The original Master Task Order Agreement (A25-3257-2), executed January 24, 2025, was authorized for up to \$70,000. The first task under that agreement was to provide review of the Preliminary Engineering Report (PER) for the WWTP reconstruction project as the technical advisor.

The next step in the WWTP program is replacement of the City's aging belt presses, which are at the end of their useful life, showing significant deterioration, and have been identified by the Department of Environmental Quality (DEQ) as a compliance issue. As a bridge improvement prior to full WWTP reconstruction, the City intends to pre-procure and install new screw presses (Huber Q-Press units).

Stantec has prepared Task Order No. 2, which provides preliminary and final design services and bid support for the screw press project at a not-to-exceed fee of \$166,540. To accommodate this scope, the City's Master Task Order Agreement must be amended from the current \$70,000 to a new total not-to-exceed amount of \$200,000. This amendment will cover Task Order 2 as well as provide flexibility for any additional WWTP-related professional services that may arise under the agreement.

#### **STAFF RECOMMENDATION:**

Consider approval of Amendment No. 1 to the Master Task Order Agreement with Stantec Consulting Services, Inc., increasing the not-to-exceed contract amount to \$200,000.00, and approval of Task Order No. 2 in the amount of \$166,540.00 for Q-Press final design services.

#### **ACTION:**

Move to authorize the Mayor to sign Amendment No. 1 to Agreement No. A25-3257-2 with Stantec Consulting Services, Inc., increasing the not-to-exceed amount to \$200,000.00, and to approve Task Order No. 2 in the amount of \$166,540.00 for final design of the screw press project.

**WILL THERE BE ANY FINANCIAL IMPACT? YES HAS THIS ITEM BEEN BUDGETED? YES**

**ATTACHMENTS:**

Amendment No.1 - A25-3257-2 Agreement Between Owner and Engineer for Professional Services

Task Order No. 2 – WWTP Huber Q-Press Final Design

A25-3257-2 Master Task Order Agreement (Executed)

A25-3257-2 Task Order 1 – WWTP Plant Preliminary Engineering Report – Technical Advisor  
(Executed)