



AGENDA REPORT

City Council Meeting

TODAY'S DATE: February 23, 2026

MEETING DATE: March 4, 2026

TO: MAYOR AND CITY COUNCIL

FROM: Holly Ellis, Public Works Director

SUBJECT: Third Amendment to Professional Services Agreement with Stantec Consulting Services, Inc. (No. A25-3257-2) and Approval and Issuance of Task Order No. 4 – WWTP Screw Press Engineering Services During Construction

DESCRIPTION/BACKGROUND:

The City's Wastewater Treatment Plant (WWTP) solids handling equipment (belt presses) have reached the end of its useful life and presents increasing operational and reliability concerns. The existing dewatering system has experienced ongoing maintenance issues, creating operational risk and potential compliance exposure.

During a recent compliance audit, the Idaho Department of Environmental Quality (DEQ) identified the condition of the existing solids handling equipment as a deficiency and indicated that replacement is necessary to ensure reliable treatment performance and regulatory compliance. DEQ's findings further reinforce the need to proceed with replacement of the aging dewatering system.

To address these concerns, the City initiated design for installation of two Huber Q-Press screw presses within the existing Solids Handling Building. The screw press technology was selected following evaluation of alternatives and pilot testing conducted at the Sandpoint WWTP. Due to the dimensional and structural constraints of the existing Solids Handling Building, Huber Technology, Inc. was determined to be the only manufacturer able to provide equipment that met the space, loading, and operational requirements while successfully completing pilot testing at the facility.

On September 3, 2025, City Council declared Huber Technology, Inc. a sole source vendor for procurement of two Q-Press screw presses and associated parts for the City's WWTP, finding that competitive bidding was impractical under Idaho Code §67-2808. The City subsequently published the required Advertisement for Sole Source Procurement in compliance with Idaho Code.

On September 3, 2025, City Council retained Stantec Consulting Services, Inc. under the first amendment to Agreement No. A25-3257-2 to complete preliminary and final design services for the screw press installation under Task Order No. 2. Task Order No. 2 did not include Engineering Services During Construction (ESDC).

Construction of the screw press improvements is now scheduled to proceed. Engineering Services During Construction are required to ensure proper installation, startup, commissioning, and documentation of the equipment consistent with the design intent and manufacturer requirements.

Task Order No. 3 authorizes Stantec to provide Engineering Services During Construction (ESDC) for installation of the Huber Q-Press screw presses at the WWTP. These services include submittal and shop drawing review, requests for Information (RFI) responses, change order review, limited site

observations, startup and commissioning support, final punch list review, and record drawing preparation. These services are necessary to protect the City's investment, ensure proper installation of critical solids handling equipment, and support successful commissioning and long-term operational reliability.

The proposed not-to-exceed amount for Task Order No. 3 is \$81,827.00.

Due to the cumulative value of authorized task orders under Agreement No. A25-3257-2, an amendment to increase the overall not-to-exceed contract authorization is required prior to issuance of Task Order No. 3. The amendment modifies only the overall contract value and does not alter the terms and conditions of the original agreement.

Engineering Services During Construction are funded within the Wastewater Fund capital budget allocated for the screw press project as a bridge improvement until the WWTP is reconstructed.

STAFF RECOMMENDATION:

Staff recommends that City Council:

1. Approve Amendment No. 3 to Agreement No. A25-3257-2 with Stantec Consulting Services, Inc., increasing the overall contract authorization not-to-exceed \$300,000; and
2. Approve Task Order No. 4 under Agreement No. A25-3257-2 in the not-to-exceed amount of \$81,827.00 for Engineering Services During Construction for the WWTP Screw Press installation; and
3. Authorize the Mayor to sign the Amendment and Task Order documents.

ACTION:

Move to approve Amendment No. 3 to Agreement No. A25-3257-2 with Stantec Consulting Services, Inc., increasing the overall contract authorization not-to-exceed \$300,000, and to approve Task Order No. 4 in the amount of \$81,827.00 for Engineering Services During Construction for the WWTP Screw Press installation, and authorize the Mayor to sign the documents.

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

ATTACHMENTS:

Proposed Resolution

Proposed Third Amendment to A25-3257-2

Proposed Task Order 4 – WWTP Screw Press Services During Construction

A25-3257-2 Task Order 1 – WWTP PER Review

A25-3257-2 Task Order 2 – WWTP Screw Press Design

A25-3257-2 Task Order 3 – WWTP Slide Gate Report

A25-3257-2 Amendment 1

A25-3257-2 Amendment 2