



City of Muscatine

ITEM NUMBER 2024-0081

AGENDA ITEM SUMMARY

DATE: 3/7/2024

STAFF

Jon Koch, Water Pollution Control Plant Director

SUBJECT

Request to Approve a Professional Services Agreement with Stanley Consultants in the amount of \$11,775.00 for Design Services for the Installation of Odor Control Equipment at the Water & Resource Recovery Facility.

EXECUTIVE SUMMARY

Request approval of a Professional Services Agreement with Stanley Consultants in the amount of \$11,775.00 for design services for the installation of odor control equipment at the Water & Resource Recovery Facility. \$15,000.00 is available for these services in the current budget.

STAFF RECOMMENDATION

Staff recommends approval of this request.

BACKGROUND/DISCUSSION

The City WRRF purchased two ionizing units for odor control at the headbox and the laboratory. The headbox is the cause of a great deal of the odor coming from the end of the city sewer system. The covered headbox will be flooded with ionized air that will reduce the amount of odor being released. Stanley Consultants will design the proper air flow needed as well as produce documents required by the DNR for a construction permit. It is anticipated that City staff will complete the project in-house.

CITY FINANCIAL IMPACT

\$15,000.00 is available for these services in the current operating budget.

ATTACHMENTS

1. PSA_MUS_WRRF_OdorControlSupport.240116



PROFESSIONAL SERVICES AGREEMENT

THIS IS AN AGREEMENT made as of 3/7/2024, 2024, between CITY OF MUSCATINE, IOWA (CLIENT) and STANLEY CONSULTANTS, INC. (CONSULTANT). CLIENT intends to hire CONSULTANT to provide design for installation of Client-purchased odor control ionizer for the WRRF influent headbox (hereinafter called "project").

CLIENT and CONSULTANT agree:

1. **Scope of Services.** CONSULTANT shall perform professional services as stated in Exhibit 1.
2. **Compensation.** CLIENT shall compensate CONSULTANT for CONSULTANT's services as stated in Exhibit 2.
3. **Terms and Conditions.** CONSULTANT shall provide professional services in accordance with the terms and conditions stated in Exhibit 3. If client issues a purchase order or other document to initiate the commencement of services hereunder, it is agreed that any terms and conditions appearing thereon shall have no application and only the provisions of this Agreement shall automatically apply.
4. **Special Provisions.** Special provisions to this Agreement, if any, are stated in Exhibit 4.
5. CLIENT has provided or shall provide for payment from one or more lawful sources of all sums to be paid to CONSULTANT.
6. Following exhibits are attached to and made part of this Agreement:

- Exhibit 1 - Scope of Services
- Exhibit 2 - Compensation
- Exhibit 3 - Standard Terms and Conditions
- Exhibit 4 - Special Provisions

IN WITNESS WHEREOF, the parties below have executed this Agreement as of the day and year first above written.


STANLEY CONSULTANTS, INC.

CITY OF MUSCATINE, IOWA

By: _____
Kate Despinoy, Water Market Leader

By: 
Mayor Brad Bark

Attest: _____

Attest: 
Carol Webb (Mar 11, 2024 17:00 CDT)
City Administrator Carol Webb

Address for giving notices:

225 IOWA AVE
MUSCATINE, IA 52761

Address for giving notices:

CITY HALL
215 SYCAMORE STREET
MUSCATINE, IA 52761

If CLIENT is a public body, attach evidence of authority to sign and resolution or other document authorizing execution of AGREEMENT.



PROFESSIONAL SERVICES AGREEMENT

EXHIBIT 1 SCOPE OF SERVICES

Background

Client previously purchased odor control ionizers for the Water and Resource Recovery Facility (WRRF). Client desires to install the ionizer to discharge ions into the covered influent headbox at the Headworks Building. The ionizer should be located inside as it is not rated for exterior installation. The ionizer unit which has its own fan also has a high airflow rate relative to the headbox reducing the detention time for the ions to react with odorous compounds. The installation concept is to locate the ionizer on the ground floor of the Headworks Building with ducting for routing outside air through the ionizer and ducting from ionizer to headbox with branch stub out into 2nd floor of Headworks Building for shunting excess air flow into 2nd Floor area. Exhaust air from the headbox will continue through the existing bioscrubber system.

Basic Services

The following Basic Services are provided under this Professional Services Agreement:

1. Participate in precontract meetings with Client and ionizer supplier to develop concept.
2. Prepare preliminary plan and section drawings of new ionizer system including exterior wall and 2nd floor duct penetrations, control dampers, and prefilter assembly. Drawings will be for Iowa Department of Natural Resources (IDNR) construction permitting and for use by Client staff to install or obtain quotes from contractors.
3. Participate in review meeting with CLIENT staff.
4. Finalize drawings and project manual including appropriate CLIENT input.
5. Prepare project narrative letter and submit along with construction permit application and drawings to the IDNR for construction permitting.

Additional Services

Additional Services are services not included in Basic Services that can be performed for additional compensation with written authorization from Client. The following are additional services:



PROFESSIONAL SERVICES AGREEMENT

EXHIBIT 2 COMPENSATION

Compensation for Services

1. CLIENT shall compensate CONSULTANT for Basic Services provided on an Hourly basis for Direct Labor plus Reimbursable Expenses not to exceed \$^{xx}_____. Hourly rates and charges shall be in accordance with the attached Hourly Fees and Charges Schedules.
2. CLIENT shall compensate CONSULTANT for Additional Services authorized by CLIENT on an Hourly basis for Direct Labor plus Reimbursable Expenses. Hourly rates and charges shall be in accordance with the attached Hourly Fees and Charges Schedules.