

COUNCIL COMMUNICATION

From: The City Manager

Subject: Tetra Tech Inc. Consumer Confidence Report Agreement

Manager's Recommendation:

I recommend that the Agreement with Tetra Tech Inc. ("Tetra Tech") be approved in the amount of \$40,500.00, for professional services for the development and distribution of a 2008 Regional Consumer Confidence Report ("CCR") for the Water Treatment Division. The Agreement has been approved by me as to substance and by the City Attorney as to form.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35 - §14.44, of the Saginaw Code of Ordinances.

Funds for this project are available in the Water Operation and Maintenance Engineering Services Account No. 591-4730-861-8002.

Justification:

On October 14, 2008, the City received an Agreement from Tetra Tech to provide professional services for the development and distribution of a 2008 Regional Consumer Confidence Report ("CCR") for the Water Treatment Division. This report is a requirement of the 1996 Amendments to the Safe Drinking Water Act, which gives consumers more information about their drinking water and provides opportunities to get involved in protecting their source water. All community water systems are required to prepare and provide their customers with an annual water quality report or "CCR".

The Agreement includes development, assembly, printing, mail house services, and postage for the 2008 report. The Michigan Department of Environmental Quality District Engineer recommended this method of providing information to the City's

COUNCIL COMMUNICATION

customers. For the past five years, the City has successfully used this approach to distribute information to customers by distributing the Saginaw Regional Water Quality Report or “CCR”. The report will be developed and distributed to City customers and the majority of the communities served by our water system. The communities of Frankenmuth and Frankenmuth Township were the only wholesale customer communities, which elected not to participate in the 2007 Regional CCR.

The Regional CCR has been shown to be in the best interest of all involved. This approach reduces the expense of production of the report, mailing costs, City staff time required, and waste created in multiple mailings. The City will coordinate the development of the report with Tetra Tech. The individual communities will sign participation agreements and reimburse the City for their share of the costs incurred. Tetra Tech has agreed to indemnify the City for all claims resulting from its negligence in performance of the Agreement up to \$2,000,000.00.

This is the eleventh year that the City has worked with Tetra Tech. Due to Tetra Tech’s highly professional approach, its creative, on-going, efforts to reduce costs and great success in coordinating the Regional CCR, proposals were not sought from other firms. The quoted price represents no change in costs from last years estimated cost.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.