CITY OF COFFEYVILLE
BOARD OF COMMISSIONERS AGENDA ITEM

MEETING DATE	February 10, 2015	
RESOLUTION OR ORDINANCE NUMBER	R-15-15	
AGENDA TITLE	**EPA Brownfields Grants Environmental Professional Consultant Agreement.**	
REQUESTING DEPT.	Engineering Department	
PRESENTER	Chuck Shively, Director of Public Works	
FISCAL INFORMATION	Cost as recommended:	$375,000.00 (EPA approved maximum all grants combined)
	Budget Line Item:	N/A
	Balance Available	Funded by 3 EPA Brownfields Grants
	New Appropriation Required:	[ ] Yes [X] No
PURPOSE	To enter into a consulting agreement with an Environmental Professional Consultant for services necessary to complete the projects included in the 2 EPA approved Work Plans and Cooperative Agreements for the 3 EPA Brownfields Grants.	
BACKGROUND	The Leadership Coffeyville Class of 2012 initiated a project to develop a series of bike trails to connect the community parks and provide an alternate, safe route to each. Through the collaborative efforts of the Leadership Class of 2012, the City of Coffeyville, Sherwin Williams Company, Coffeyville Area Community Foundation, Coffeyville Recreation Commission, and the Coffeyville Community Enhancement Foundation (CCEF), a bike trial route was determined. The plan is to complete the project in phases. Phase 1 begins at 4th Street, east of the Sherwin Williams Plant, along an abandoned rail line, traveling north until the rail line splits. The CCEF has ownership of that portion of the property and is pursuing adjacent properties for continuation of the subsequent phases of the trails.	

BACKGROUND (CONTINUED)	This area has been determined to have contaminated soil, and therefore requires remediation to be completed. Remediation could include “capping” the area with appropriate material with a concrete cap on top forming an all-weather walking/biking trail. Two sources of possible grant funding were identified through the Environmental Protection Agency, which include an EPA Brownfields Assessment Grant and an EPA Brownfields Cleanup Grant. Additional State, Federal, and private grants are being sought. On January 14, 2014 the City Commission held a Public Hearing required for submittal of the applications to the EPA Brownfields Grant Program. Several months ago we were notified that we had been awarded 3 EPA Brownfields grants. • A $200,000 Brownfields Assessment Grant for Petroleum awarded to the City of Coffeyville. • A $200,000 Brownfields Assessment Grant for Hazardous Substances awarded to the City of Coffeyville. • A $200,000 Brownfields Clean-Up Grant awarded to the Coffeyville Community Enhancement Foundation. The two assessment grants will fund Phase 1 & Phase 2 Environmental Assessments on properties in Coffeyville, with particular targets in the Downtown area and the proposed walk/bike trail area. The assessment grants can also be used for clean-up planning. The Clean-Up grant will fund environmental clean-up and construction of the trail. Since receiving notice of the grant awards, City Staff has been working with EPA to complete our Cooperative Agreements and Work Plans for the grants. The two assessment grants have been combined into 1 agreement and one work plan. The Clean-up grant will be administered by the City of Coffeyville on behalf of the CCEF. Once the agreements and work plans were approved by the EPA, staff began the consultant selection process by sending our Requests for Qualifications to potential qualified consultants. A 5 person selection committee was established, which included representation from the City of Coffeyville, Leadership Coffeyville, and the Coffeyville Area Community Foundation. The selection committee reviewed the Statements of Qualifications submitted by 10 different consultants, and narrowed the field to 4 for interviews. From those, after interviews, the selection committee selected Olsson Associates as our preferred consultant for the projects.

SPECIAL NOTES	N/A
ANALYSIS	The City Attorney and City Staff are working with Olsson Associates to negotiate the terms of the two consultant agreements. One agreement is between Olsson Associates and the City of Coffeyville for the combined assessment grants. The other agreement is between Olsson Associates and the City of Coffeyville for the clean-up grant (on behalf of the Coffeyville Community Enhancement Foundation). The proposed consultant fees for both agreements combined are less than approved in the respective Work Plan budgets combined. That indicates that we should be able to complete more work than originally estimated and approved by EPA. Since we are still working out the final terms and conditions of the proposed agreements, we recommend approval of the agreements contingent upon working out final agreements acceptable to the City Attorney and City Staff.
PUBLIC INFORMATION PROCESS	N/A
BOARD OR COMMISSION RECOMMENDATION	N/A
STAFF RECOMMENDATION	Authorize execution of an Agreement for Professional Services between Olsson Associates and the City of Coffeyville for the EPA Brownfields Assessment Grants, contingent upon working out a final agreement acceptable to the City Attorney and City Staff. Authorize execution of an Agreement for Professional Services between Olsson Associates and the City of Coffeyville for the EPA Brownfields Clean-up Grant, contingent upon working out a final agreement acceptable to the City Attorney and City Staff.
REFERENCE DOCUMENTS ATTACHED	

RESOLUTION NO. R-15-15

A RESOLUTION TO AUTHORIZE THE EXECUTION OF AN AGREEMENT FOR PROFESSIONAL SERVICES WITH OLSSON ASSOCIATES FOR THE TWO EPA BROWNFIELDS ASSESSMENT GRANTS AND AN AGREEMENT FOR PROFESSIONAL SERVICES WITH OLSSON ASSOCIATES FOR THE EPA BROWNFIELDS CLEAN-UP GRANT, IN A COMBINED TOTAL AMOUNT NOT TO EXCEED $375,000.

BE IT RESOLVED by the Board of Commissioners of the City of Coffeyville, Kansas that the Mayor and City Clerk be and are hereby authorized and directed to execute an agreement for Professional Services with Olsson Associates for the two EPA Brownfields Assessment Grants and an agreement for Professional Services with Olsson Associates for the EPA Brownfields Clean-up Grant, in a combined total amount not to exceed $375,000.

ADOPTED THIS 10TH DAY OF FEBRUARY 2015.

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James Falkner, Mayor

ATTEST:

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Cindy Price, City Clerk

APPROVED AS TO FORM AND LEGALITY:

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Paul Kritz, City Attorney