

TO: Mayor Linda Gorton
 Urban County Council

FROM: Charles Martin, P.E., Director
 Division of Water Quality
DATE: December 3, 2025
SUBJECT: Contract for Design/Construction Administration Services for North Elkhorn PS
 WWS Tank. RFP #38-2025

Request

The purpose of this memorandum is to request a resolution authorizing execution of an agreement with Tetra Tech Inc. for the North Elkhorn PS WWS Tank NE-1 design and construction administration services. The contractual cost for the requested services is \$1,495,000.00.

Purpose of Request

The purpose of the North Elkhorn PS WWS Tank NE-1, as defined by RFP #38-2025, is to meet both current and future sanitary sewer service needs of the Urban Service Area and Consent Decree obligations. The pump station will be constructed to accept gravity flow from two existing pump stations that will be eliminated in the future. After designing and advertising for project, the consultant will also provide construction administration services until the project is complete.

On November 13, 2025, a workgroup led by the Division of Procurement reviewed five RFPs for providing design and construction administration services for the North Elkhorn PS WWS Tank NE-1. The workgroup scored Tetra Tech as the firm most qualified in meeting the objectives listed in the advertised Request for Proposals.

Project Cost in FY26 and in Future Budget Years

The cost for services requested by RFP#38-2025 is \$1,495,000.00.

Are Funds Budgeted

Funds will be budgeted in the following account pending approval of budget amendment #14042

4003 303408 3466 92811 LFUCG PWSW_NEPTANK26/CONSENT_DE

Martin/Albright

