

Draft Findings for Personal Services Contract for Prineville Water Treatment Plant Operations
Divergent Engineering Services, LLC

City Staff recommends that the Council make the following findings as their basis for approval, if they approve, a personal services contract for the development for the Prineville Water Treatment Plant Operations with Divergent Engineering Services, LLC, hereinafter “Divergent.”

1. Total costs to the City for delivery of services:
 - The total costs are estimated not to exceed \$350,000.00. Divergent will provide services on a time and materials basis with a markup of eight percent (8%). Approximately \$113,800.00 of the costs are payments to subcontractors.
2. Expertise of Divergent in the required area of specialty:
 - Divergent is familiar with the Water Treatment Plant design and has experience with the plant operations and the water treatment technology utilized. Divergent has the required Oregon Health Authority Drinking Water System Operator Level 2 Certification and is Registered in the State of Oregon as a Professional Civil Engineer with a focus in Water Resources and Environmental.
3. References regarding prior work done by the Divergent:
 - City has been provided sufficient references regarding past work completed by Divergent.
4. Capacity and capability to perform the work, including any specialized services within the time limitations for the work:
 - Divergent has the capacity to perform the work within the time limitations. Divergent has relationships with capable vendors to provide the required specialty for different components of the facility.
5. Educational and professional records, including past records of performance on contracts with governmental agencies and private parties with respect to cost control, quality of work, ability in schedules, and contract administration, where applicable:
 - See Factors 2 and 8.
6. Availability to perform the assignment and familiarly with the area in which the specific work is located:
 - Divergent is available to perform the work.
7. Timelines of delivery of service:

- Divergent is able to deliver the services requested within the timeline required by the City.

8. Experience in working with the City:

- Divergent staff has a long history of working with the City. City staff found Divergent's work highly satisfactory, timely provided, and reasonably priced.

9. Knowledge of the City's needs and desires related to the Contact:

- Divergent and City have discussed the project in detail and Divergent is fully aware of the City's needs and desires related to the project. Divergent has the institutional knowledge regarding the City's needs and desires regarding the Water Treatment Plant.