

**RESOLUTION NO. 1600  
CITY OF PRINEVILLE, OREGON**

**A RESOLUTION APPROVING A PERSONAL SERVICES AGREEMENT WITH  
DIVERGENT ENGINEERING SERVICES, LLC TO PROVIDE ENGINEERING  
SERVICES REGARDING PRINEVILLE WATER TREATMENT PLANT  
OPERATIONS**

**RECITALS:**

- A. City of Prineville (“City”) Resolution No. 1266 authorizes the City Council acting as the Contract Review Board for the City to award personal service contracts according to specific criteria that are applicable to the services provided.
- B. Engineering services are considered personal services pursuant to City Resolution 1266.
- C. On April 25, 2023, the Prineville City Council, after a noticed public hearing, approved a personal services agreement with Divergent Engineering Services, LLC (“Divergent”) to provide engineering services regarding Prineville Water Treatment Plant Operations for a period of one year.
- D. The City requires further assistance from Divergent to provide engineering services regarding the Prineville Water Treatment Plant Operations. Divergent has provided a proposal as set forth on Exhibit A of this Resolution.
- E. Pursuant to City Resolution No. 1266, the City Council makes the following findings as their basis of the selection of Divergent for a personal services contract:
1. Total costs to the City for delivery of services:
    - The total costs are estimated not to exceed \$79,560.00.
  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 and capability 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 can 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 has provided engineering services on this project for the past year and 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.

**Now, Therefore, the City of Prineville Resolves as Follows:**

1. That the City Council, serving in its role as the Local Contract Review Board for the City, hereby approves the City executing a personal services contract with Divergent Engineering Services, LLC, to provide engineering services related to the Prineville Water Treatment Plant and authorizes the City Manager to executed, on behalf of the City, such contract and any other related documents.

Passed by the City Council this 25<sup>th</sup> day of June, 2024.

  
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Rodney J. Beebe, Mayor

ATTEST:

  
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Lisa Morgan, City Recorder

Prineville Water Treatment Facility Proposal June 13, 2024

Ongoing Operations Proposal

- Contract term 7/1/2024 - 6/30/2025
  - Divergent will provide
    - 24/hr per day monitoring and response
    - Collaboration with City PW Department
    - Testing 5 days per week
    - Record keeping
    - Inventory and subcontractor management
    - Maintain facility
    - Scheduling of process maintenance
    - Continuous updating of O&M and Standard Operating Procedures
    - Work with School District to develop educational opportunities
    - Manage and Collaborate on the design of a pure oxygen injection system to optimize the Ammonia Oxidizing Bacteria
    - Manage and Collaborate on the design of a future horizontal well
    - Manage and Collaborate on the expansion of the WTF from 2,000 gpm to 3,500 gpm
    - Manage and Collaborate on the redesign of the backup electrical generator to support the well field as well as the treatment facility
    - Confirm State acceptance of the plant and perform all testing and reporting as required by State
- Consideration:
  - \$6,630.00 monthly
  - \$79,560.00 annually
    - Some or all subcontractors and materials can be billed directly to the City at the City's discretion
    - Items billed through Divergent will incur an 8% overhead markup
- In the event the City would like to cancel the contract and provide staffing, Divergent agrees to train and support City staff as needed