



May 1, 2020

Howard Linnabary, Township Supervisor
Leoni Township
913 Fifth Street
Michigan Center, MI 49254

**RE: Leoni Township – WWTP CWSRF Project Plan
Proposal for Professional Engineering Services**

Dear Mr. Linnabary:

We appreciate the opportunity to continue assisting Leoni Township with the much-needed improvements to the Wastewater Treatment Plant (WWTP). The following outlines our proposal to prepare a Project Plan that is required to secure subsidized funding through the Clean Water State Revolving Fund (CWSRF) program.

As outlined in the recent WWTP Membrane Evaluation study, the membranes are failing and need to be replaced. Based on the project cost forecast for the proposed improvements, it was determined that assistance from an outside funding source would be necessary to finance the project. The CWSRF program provides subsidized loan funding at a rate below that which could be obtained on the open market and was selected as the preferred funding mechanism.

In order to proceed with a CWSRF application this year, a Project Plan that justifies the proposed improvements must be completed and submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) by August 1, 2020. The Project Plan is the vehicle used to compete for funding with other needed wastewater projects around the State.

After the Project Plan is submitted, projects are ranked based on the EGLE priority list scoring system that establishes points that address water quality issues, infrastructure improvements, population served, disadvantaged community status, regional consolidation of systems, and points for communities already committed to a "Schedule of Activities" under their wastewater discharge permit.

SCOPE OF SERVICES

We have prepared a Scope of Services and Budget to assist the Township in submitting a Project Plan to EGLE for funding the wastewater system improvements through the CWSRF program. The major tasks required to complete the Project Plan have been identified based on the guidance document provided by EGLE and are included in the attached outline.

We anticipate that the Township will handle the public notices (required for the CWSRF public hearing) and the transcription requirements for the public hearing with assistance from F&V.

**2960 Lucerne Drive SE
Grand Rapids, MI 49546**
P: 616.977.1000
F: 616.977.1005
www.fveng.com

SCHEDULE

We are prepared to begin this work immediately upon authorization and expect to have a draft project plan completed by June 2020. A public hearing will be held in June 2020 in order to finalize and submit the final project plan by August 1, 2020.

BUDGET

We propose to provide the Scope of Services referenced above for a lump sum fee of \$23,800.

Authorization to proceed with this work under our existing Professional Services Agreement can be given by returning a copy of this proposal signed where indicated below.

We look forward to working with the Township on this important project. Please feel free to call with any questions.

Sincerely,

FLEIS & VANDENBRINK



Robert W. Wilcox, PE
Project Manager

Paul R. Galdes, PE
President

Authorized to Proceed:

This work is authorized as additional services under our SAW professional services agreement dated October 3, 2018, based on the work scope and engineering fees outlined above.

Leoni Township

By: _____

Title: _____

Date: _____



Leoni Township WWTP

CLEAN WATER STATE REVOLVING FUND PROJECT PLAN OUTLINE WASTEWATER TREATMENT FACILITIES

I Project Background

- A. Study Area Characteristics
 - 1. Delineation of the Study Area
- B. Environmental Setting
 - 1. Cultural Resources
 - 2. The Natural Environment
 - 3. Land Use in the Study Area
 - 4. Surface and Ground Waters
- C. Population Data
- D. Economic Characteristics
- E. Existing Facilities
- F. Need for the Project
 - 1. Compliance Status
 - 2. Orders
 - 3. Water Quality Problems
 - 4. Projected Needs for the Next 20 Years
 - 5. Future Environment Without the Proposed Project

II Analysis of Alternatives

- A. Identification and Evaluation of Potential Alternatives
 - 1. No - Action Alternative
 - 2. Optimum Performance of Existing Facilities
 - 3. Water and Energy Efficiency
 - 4. Regional Alternatives
- B. Analysis of Principal Alternatives
 - 1. The Monetary Evaluation
 - 2. Partitioning the Project
 - 3. Staging Construction
 - 4. The Environmental Evaluation
 - 5. Implementability and Public Participation
 - 6. Technical and Other Considerations

III Selected Alternative

- A. Description of the Selected Alternative
 - 1. Relevant Design Parameters
 - 2. Project Maps
 - 3. Controlling Factors
 - 4. Sensitive Features

5. Mitigation of Environmental Impacts
 6. Schedule for Design and Construction
 7. Cost Summary
- B. Authority to Implement the Selected Alternative
 - C. User Costs
 - D. Disadvantaged Community
 - E. Useful Life

IV Environmental Impacts

- A. Analysis of the Impacts
 1. Direct Impacts
 2. Indirect Impacts
 3. Cumulative Impacts
- B. Description of the Impacts
 1. Beneficial and Adverse Impacts
 2. Short-Term and Long-Term Impacts
 3. Irreversible or Irrecoverable Resources

V Mitigation

- A. General
- B. Short-Term Construction-Related Mitigation
- C. Mitigation of Long-Term Impacts
 1. General Construction
 2. Siting Decisions
 3. Operational Impacts
- D. Mitigation of Indirect Impacts
 1. Master Plan and Zoning
 2. Ordinances
 3. Staging of Construction

VI Public Participation

- A. Public Meetings on Project Alternatives
- B. The Formal Public Hearing
 1. Public Hearing Advertisement
 2. Public Hearing Transcript
 3. Public Hearing Contents
 4. Comments Received and Answered
 5. Adoption of the Project Plan