

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE ADMINISTRATOR FOR THE DEPARTMENT OF PUBLIC WORKS TO EXECUTE AMENDMENT NO. 2 TO THE AGREEMENT WITH THE HAMILTON COUNTY WATER AND WASTEWATER TREATMENT AUTHORITY (HCWWTA) AND THE CITY OF ROSSVILLE, GEORGIA, RELATIVE TO THE UTILITY PLANNING NETWORK FOR ADDITIONAL CONSULTANT SERVICES RELATED TO THE BILLING AND COLLECTION OF SEWER CHARGES, AND AUTHORIZING THE CITY'S SHARE OF THIS COST EQUAL TO SEVENTY POINT NINETY-TWO (70.92%) PERCENT OR SIXTY-SEVEN THOUSAND FIFTY-FOUR AND 66/100 DOLLARS (\$67,054.66), FOR A REVISED TOTAL AMOUNT NOT TO EXCEED TWO HUNDRED EIGHTY-NINE THOUSAND SEVEN HUNDRED FORTY-THREE AND 66/100 DOLLARS (\$289,743.66).

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, it is hereby authorizing the Administrator for the Department of Public Works to execute Amendment No. 2 to the agreement with the Hamilton County Water and Wastewater Treatment Authority (HCWWTA) and the City of Rossville, Georgia, relative to the Utility Planning Network for additional consultant services related to the billing and collection of sewer charges, and authorizing the City's share of this cost equal to 70.92% or \$67,054.66, for a revised total amount not to exceed \$289,743.66.

ADOPTED: \_\_\_\_\_, 2013.

/mms

# City of Chattanooga



## Resolution Request Form

(This form is only required for resolutions requiring expenditure of City funds)

Date Prepared: September 4, 2013

Preparer: Alice L. Cannella, Director

*[Handwritten signature]* for

Department: Public Works- Waste Resources Division

### Brief Description of Purpose for Resolution:

Resolution Number (if approved by Council): 27256  
27442

A resolution authorizing the Administrator of the Department of Public Works to execute Amendment No. 2 to the agreement with the Hamilton County Water and Wastewater Treatment Authority (HCWWTA) and the City of Rossville, Georgia, relative to Utility Planning Network for additional consultant services related to the billing and collection of sewer charges, and authorizing the City's share of this cost equal to 70.92% or \$67,054.66 for a revised total amount not to exceed \$289,743.66.

Name of Vendor/Contractor/Grant, etc.	<u>Hamilton County WWTA</u>	New Contract/Project? (Yes or No)	<u>No</u>
Total project cost \$	<u>289,743.66</u>	Funds Budgeted? (YES or NO)	<u>Yes</u>
Total City of Chattanooga Portion \$	<u>289,743.66</u>	Provide Fund	<u>6010</u>
City Amount Funded \$	<u>222,688.80</u>	Provide Cost Center	<u>K30101</u>
New City Funding Required \$	<u>67,054.86</u>	Proposed Funding Source if not budgeted	<u></u>
City's Match Percentage %	<u>70.92</u>	Grant Period (if applicable)	<u></u>

### List all other funding sources and amount for each contributor.

Amount(s)	Grantor(s)

Agency Grant Number \_\_\_\_\_

CFDA Number if known \_\_\_\_\_

Prior resolutions 27256, September 18, 2012 and 27442, March 12, 2013.

Interceptor Sewer Operations Funds

Approved by: *[Handwritten signature]*  
DESIGNATED OFFICIAL/ADMINISTRATOR

Reviewed by: FINANCE OFFICE

Please submit completed form to @budget, accounting, City Attorney, City Finance Officer and Deputy Administrator Finance

# City of Chattanooga



## Resolution Request Form

(This form is only required for resolutions requiring expenditure of City funds)

Date Prepared: September 4, 2013

Preparer: Alice L. Cannella, Director

Department: Public Works- Waste Resources Division

**Brief Description of Purpose for Resolution:**

Resolution Number (if approved by Council): 27256  
27442

A resolution authorizing the Administrator of the Department of Public Works to amend the agreement with the Hamilton County Water and Wastewater Treatment Authority (HCWWTA) and the City of Rossville, Georgia, relative to Utility Planning Network for additional consultant services related to the billing and collection of sewer charges, *and authorizing* The cost of this amendment will not exceed ~~ninety four thousand five hundred and fifty dollars (\$94,550)~~ *equal to 70.92% or 67,059.66*. The City's share of this cost is ~~70.92%~~ *70.92% or not to exceed sixty seven thousand fifty five dollars (\$67,055)* *for a revised total amount not to exceed \$289,743.66*.

Name of Vendor/Contractor/Grant, etc.	<u>Hamilton County WWTA</u>	New Contract/Project? (Yes or No)	<u>No</u>
Total project cost \$	<u>408,550.00</u>	Funds Budgeted? (YES or NO)	<u>Yes</u>
Total City of Chattanooga Portion \$	<u>289,748.00</u>	Provide Fund	<u>6010</u>
City Amount Funded \$	<u>222,693.00</u>	Provide Cost Center	<u>K30101</u>
New City Funding Required \$	<u>67,059.66</u>	Proposed Funding Source if not budgeted	
City's Match Percentage %	<u>67,059.66</u> 70.92	Grant Period (if applicable)	

**List all other funding sources and amount for each contributor.**

Amount(s)	Grantor(s)
<u>\$110,107.00</u>	<u>HCWWTA</u>
<u>\$8,700.00</u>	<u>City of Rossville, GA</u>

Agency Grant Number \_\_\_\_\_

CFDA Number if known \_\_\_\_\_

Prior resolutions 27256, September 18, 2012 and 27442, March 12, 2013.

Interceptor Sewer Operations Funds

Approved by: \_\_\_\_\_

Reviewed by: FINANCE OFFICE

DESIGNATED OFFICIAL/ADMINISTRATOR

Please submit completed form to @budget, accounting, City Attorney, City Finance Officer and Deputy Administrator Finance

RESOLUTION NO. 27256

A RESOLUTION AUTHORIZING THE ADMINISTRATOR OF THE DEPARTMENT OF PUBLIC WORKS TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF CHATTANOOGA, HAMILTON COUNTY, CITY OF ROSSVILLE, AND UTILITY PLANNING NETWORK FOR PROFESSIONAL SERVICES RELATED TO THIRD PARTY BILLING VENDOR CONVERSION, TRANSITION, AND IMPLEMENTATION, FOR AN AMOUNT NOT TO EXCEED ONE HUNDRED SEVENTY-FOUR THOUSAND DOLLARS (\$174,000.00).

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, it is hereby authorizing the Administrator of the Department of Public Works to enter into an agreement between the City of Chattanooga, Hamilton County, City of Rossville, and Utility Planning Network for professional services related to third party billing vendor conversion, transition, and implementation, for an amount not to exceed \$174,000.00.

ADOPTED: September 18, 2012.

/mms

RESOLUTION NO. 27442

A RESOLUTION AUTHORIZING THE MAYOR TO AMEND THE AGREEMENT WITH THE HAMILTON COUNTY WATER AND WASTEWATER TREATMENT AUTHORITY (HCWWTA) AND THE CITY OF ROSSVILLE, GEORGIA, RELATIVE TO A UTILITY PLANNING NETWORK FOR ADDITIONAL CONSULTANT SERVICES RELATED TO THE BILLING AND COLLECTION OF SEWER CHARGES, FOR AN AMOUNT NOT TO EXCEED ONE HUNDRED FORTY THOUSAND DOLLARS (\$140,000.00), WHEREIN THE CITY'S PORTION IS (70.92%) OR NOT TO EXCEED NINETY-NINE THOUSAND TWO HUNDRED EIGHTY-EIGHT DOLLARS (\$99,288.00), FOR A TOTAL PROJECT COST IN THE AMOUNT OF THREE HUNDRED FOURTEEN THOUSAND DOLLARS (\$314,000.00).

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, it is hereby authorizing the Mayor to amend the agreement with the Hamilton County Water and Wastewater Treatment Authority (HCWWTA) and the City of Rossville, Georgia, relative to a Utility Planning Network for additional consultant services related to the billing and collection of sewer charges, for an amount not to exceed \$140,000.00, wherein the City's portion is 70.92% or not to exceed \$99,288.00, for a total project cost in the amount of \$314,000.00.

ADOPTED: March 12, 2013.

/mms

RESOLUTION NUMBER: \_\_\_\_\_

RESOLUTION AUTHORIZING THE ADMINISTRATOR OF THE DEPARTMENT OF PUBLIC WORKS TO AMEND THE AGREEMENT WITH THE HAMILTON COUNTY WATER AND WASTEWATER TREATMENT AUTHORITY (HCWWTA) AND THE CITY OF ROSSVILLE, GEORGIA, RELATIVE TO A UTILITY PLANNING NETWORK FOR ADDITIONAL CONSULTANT SERVICES RELATED TO THE BILLING AND COLLECTION OF SEWER CHARGES FOR AN AMOUNT NOT TO EXCEED NINETY FOUR THOUSAND FIVE HUNDRED AND FIFTY DOLLARS (\$94,550), WHEREIN THE CITY'S PORTION IS 70.92% OR NOT TO EXCEED SIXTY SEVEN THOUSAND AND FIFTY FIVE DOLLARS (\$67,055), FOR A TOTAL PROJECT COST IN THE AMOUNT OF FOUR HUNDRED EIGHT THOUSAND, FIVE HUNDRED AND FIFTY DOLLARS (\$408,550).

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BE IT RESOLVED THAT THE CITY OF CHATTANOOGA hereby authorizes the Administrator of the Department of Public Works to amend the agreement with the Hamilton County Water and Wastewater Treatment Authority (HCWWTA) and the City of Rossville, Georgia, relative to a Utility Planning Network for additional consultant services related to the billing and collection of sewer charges, for an amount not to exceed \$94,550, wherein the City's portion is 70.92% or not to exceed \$67,055 for a total project cost in the amount of \$408,550.

ADOPTED:

## Patton Angela

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**From:** Styers Karen  
**Sent:** Tuesday, September 03, 2013 7:55 AM  
**To:** Patton Angela  
**Subject:** HCWTA/UPN Change Order and bullet points  
**Attachments:** upn.signedresolution.pdf

The amendment to our agreement with Hamilton County WWTA and UPN is for the following:

- Utility Planning Network (UPN) is continuing to work with Chattanooga, Hamilton County, and Rossville to address all issues related to the transfer of sewer billing services from Tennessee American to the City and County, via our contract with ENCO. Many unforeseen issues have occurred with this transition, and the services of UPN are still needed to address these issues. Currently, the establishment of late fees and water shut-off for delinquent sewer fees is just beginning, and has generated the need for additional hours of UPN's time to set policies that work for the City, Hamilton County, and Rossville.
- UPN is needed to assist with customer service improvement issues, including preparation of scripts for 311 Call Center.
- UPN is needed for assistance in establishing the most efficient policy for handling of closed accounts, including collections and refunds.
- UPN will review the thousands of "write off" accounts that remain in an unknown status at the time Tennessee American converted those accounts to the City, Hamilton County, and Rossville, to determine if there are unpaid collections still pending.
- UPN will assist the City, Hamilton County, and Rossville to evaluate economic and efficiency options for future handling of sewer billing within our own agency, rather than continued contract services.