



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 251067

Submitted Department/Preparer: Water

Revised 6/10/24

Docket memos are required on all ordinances initiated by a Department Director. More information can be found in [Administrative Regulation \(AR\) 4-1](#).

Executive Summary

Authorizing the Director of Water Services to execute a \$4,423,513.00 design professional services contract with Burns & McDonnell Engineering Company, Inc., for the Westside Headworks project; and recognizing this ordinance as having an accelerated effective date.

Discussion

Reason for Contract

The purpose of this design professional services contract is to acquire services for the design of a new headworks facility at the City of Kansas City, Missouri Water Services Department's Westside Treatment Plant, which is located at 1849 Woodswether Road, Kansas City, Missouri 64105.

The Westside Treatment Plant was built in 1963. This plant receives water from three pump stations (Turkey Creek, Santa Fe, and Line Creek). The lack of fine screening and grit removal causes operational issues and damages equipment in the plant.

The Missouri Department of Natural Resources wants the City to build a headworks facility for the Westside Treatment Plant and it is required for future permits.

Design Contract Description

The scope of work to be provided under the design professional services contract includes bid phase services, construction phase services, resident project representative services, and project closeout services at the Westside Treatment Plant Headworks Facility. Additional phases will include clarifier upgrades and aeration improvements.

Term

The term of the design professional services project will be 730 calendar days.

MBE/WBE Goals

CREO KC established goals of 14% MBE and 14% WBE on this design professional services on November 22, 2024, as part of the Annual Goal Program.

Solicitation

The Request for Proposals/Qualifications were advertised in accordance with the City's requirements. Five proposals were received on January 30, 2025.

Consultant Selection/Subcontracting Participation

Burns & McDonnell Engineering Company, Inc. was selected for this project in accordance with Code of Ordinance Section 3-31(b)(1), Citywide selection, with subcontracting participation of 14.09% MBE and 18.49% WBE.

A Citywide selection committee met on June 11, 2025, and consisted of the following individuals:

- Eric Bunch, 4th District Councilmember
- Jeff Martin, Deputy Director/Chief Engineering Officer, KC Water
- Brent Herring, Deputy Director/Wastewater Operations Officer, KC Water
- Blake Anderson, Facilities and Plants Engineering Division Manager

Fiscal Impact

1. Is this legislation included in the adopted budget? ☒ Yes ☐ No
2. What is the funding source?
Sewer Revenue Bond Fund - AL-8194-807778-611040-81001031 = \$1,500,000.00
Sewer Fund - 26-8110-807778-611040-81001031 = \$2,923,513.00
Westside Headworks project
3. How does the legislation affect the current fiscal year?
Work on this project will begin in the current fiscal year and extend into FY27. Invoices will be submitted by the Design Professional on a monthly basis after design begins.
4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.
Funds encumbered in the current fiscal year will be disbursed over subsequent fiscal years as design work on the project is anticipated to be completed within 730 calendar days from when work begins.
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?

No

Office of Management and Budget Review

(OMB Staff will complete this section.)

1. This legislation is supported by the general fund. ☐ Yes ☒ No
2. This fund has a structural imbalance. ☐ Yes ☒ No
3. Account string has been verified/confirmed. ☒ Yes ☐ No

Additional Discussion (if needed)

Click or tap here to enter text.

Citywide Business Plan (CWBP) Impact

1. View the [Adopted 2025-2029 Citywide Business Plan](#)
2. Which CWBP goal is most impacted by this legislation?
Infrastructure and Accessibility (Press tab after selecting.)
3. Which objectives are impacted by this legislation (select all that apply):
 - ☐ Engage in thoughtful planning and redesign of existing road networks to ensure safety, access, and mobility of users of all ages and abilities.
 - ☐ Enhance the City's connectivity, resiliency, and equity through a better-connected multi-modal transportation system for all users.
 - ☐ Build on existing strengths while developing a comprehensive transportation plan for the future.
 - ☒ Develop environmentally sustainable infrastructure strategies that improve quality of life and foster economic growth.
 - ☒ Ensure adequate resources are provided for continued maintenance of existing infrastructure.
 - ☐ Focus on delivery of safe connections to schools.

Prior Legislation

N/A

Service Level Impacts

The Westside Treatment Plant continually discharges treated water to the Missouri River. Further treatment in the form of Headworks facility will help keep the facility operational and less costly to maintain.

Other Impacts

1. What will be the potential health impacts to any affected groups?
This project does not have a health impact on any affected groups.
2. How have those groups been engaged and involved in the development of this ordinance?
N/A
3. How does this legislation contribute to a sustainable Kansas City?
The new Headworks facility will make treatment at the Westside WWTP more effective and help lower the cost of operating the facility. Additional phases within the project aim to make the plant less energy-intensive and more efficient overall.
4. Does this legislation create or preserve new housing units?
No (Press tab after selecting)

N/A
5. Department staff certifies the submission of any application Affirmative Action Plans or Certificates of Compliance, Contractor Utilization Plans (CUPs), and Letters of Intent to Subcontract (LOIs) to CREO prior to, or simultaneously with, the legislation entry request in Legistar.

Yes - I have submitted documents for CREO Review (Press tab after selecting)
Please attach or copy and paste CREO's review.
The Contractor Utilization Plan has not yet been submitted but is planned to be sent to CREO KC for review on December 4, 2025, and is pending approval.

There are Affirmative Action requirements on this contract.
6. Does this legislation seek to approve a contract resulting from an Invitation for Bid?

No(Press tab after selecting)

Click or tap here to enter text.

7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?
☐ Yes (Press tab after selecting)