

RESOLUTION NO. 2024-6

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF DRUMMOND, MONTANA TO APPROVE THE 2024 DRUMMOND WATER PER PROPOSED TASK ORDER.

WHEREAS, the Town of Drummond, Montana, commissioned Triple Tree Engineering to prepare 2024 Drummond Water System PER Preliminary Engineering Report Proposed Task Order. The task order has been prepared with reference to the term agreement between the Town of Drummond and Triple Tree Engineering.

WHEREAS, Triple Tree Engineering proposed fee for preparation of the PER Preliminary Engineering Report is \$45,000; a copy of said Drummond Water PER Proposed Task Order Cover Letter and Proposed Task Order – Drummond Water PER 2024 are attached hereto as Exhibit A.

WHEREAS, the Town of Drummond completed a Capital Improvement Plan CIP in April of 2022; water system improvements are noted within the 2022 CIP.

WHEREAS, the Town does not currently have a public water system. Additional actions that have led to this planning project include concerns regarding individual wells in the proximity of the sewer system.

WHEREAS, February 2023 Triple Tree Engineering submitted a planning grant application on behalf of the Town of Drummond; to RRGL Renewable Resource Grants and Loans in the amount of \$15,000; a copy of said RRGL Planning Grant Application is attached hereto as Exhibit B.

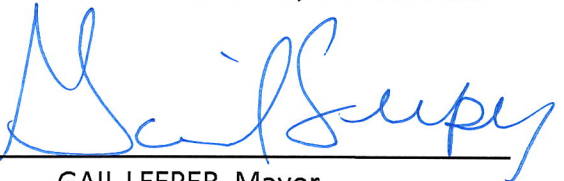
WHEREAS, Town of Drummond received the notification letter from State of Montana DNRC Department of Natural Resources and Conservation dated May 22, 2023 of the approved RRGL Renewable Resource Grants and Loans Planning Grant Award, in the amount of \$15,000; a copy of said State of Montana DNRC Notice of Planning Grant Award is attached hereto as Exhibit C.

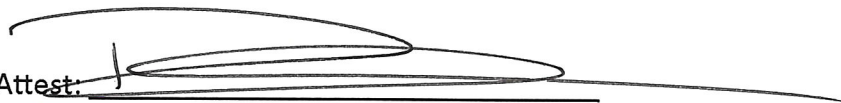
WHEREAS, October 2023 Triple Tree Engineering submitted a MCEP Montana Coal Endowment Program Infrastructure Planning Grant on behalf of the Town of Drummond, in the amount of \$30,000; for the matching funds to complete the Drummond Water PER Preliminary Engineering Report; a copy of said State of Montana MCEP Planning Grant Application is attached hereto as Exhibit D.

WHEREAS, Town of Drummond received the notification letter from State of Montana, Office of the Governor, dated March 14, 2024 of the approved MCEP Montana Coal Endowment Program Planning Grant Award, in the amount of \$30,000; a copy of said State of Montana MCEP Notice of Planning Grant Award is attached hereto as Exhibit E.

NOW THEREFORE, BE IT RESOLVED that the Town of Drummond hereby approves Triple Tree Engineering to move forward in the completion of 2024 Drummond Water PER Preliminary Engineering Report Proposed Task Order for the Town of Drummond Water System, utilizing \$15,000 RRGL awarded grant funds and \$30,000 MCEP awarded grant funds; to cover Triple Tree Engineering 's \$45,000 PER Preliminary Engineering Report preparation fee.

PASSED and **APPROVED** by the Town Council of the Town of Drummond, Montana this 16th day of April, 2024

By: 
GAIL LEEPER, Mayor

Attest: 
ROBIN WIGHT, Clerk-Treasurer

RECEIVED FEB 12 2024

TRIPLE TREE ENGINEERING



February 12, 2024

Gail Leeper, Mayor
Town of Drummond
Drummond, MT 59832

RE: Drummond Water PER Proposed Task Order

Dear Mayor and Town Council:

Please reference the attached proposed task order for preparation of a Preliminary Engineering Report (PER) for the Town of Drummond water system. The task order has been prepared with reference to the term agreement between the Town of Drummond and Triple Tree Engineering. Our proposed fee for preparation of the PER is \$45,000. The Town has received an RRGL grant in the amount of \$15,000, and we have applied for an MCEP planning grant on behalf of the Town in the amount of \$30,000 which would result in no cost to the Town if awarded.

Please review the attached proposed task order and if approved, sign and return a copy to me. Please call me anytime at (406)461-0692 if you have any questions or comments. Thank you again for the opportunity to work with you.

Sincerely,

Triple Tree Engineering, Inc.

A handwritten signature in black ink that reads "Bradley Koon".

Brad Koon

Encl: Proposed Task Order - Drummond Water PER 2024

TASK ORDER

This is Task Order
"Drummond Water PER
2024" consisting of 4 pages.

Drummond Water PER 2024

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated June 26, 2023 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: February 20, 2024
- b. Owner: Town of Drummond
- c. Engineer: Triple Tree Engineering, Inc.
- d. Specific Project (title): Drummond Water PER 2024
- e. Specific Project (description): Prepare a Water System Preliminary Engineering Report (PER) for the Town of Drummond

2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are as follows with reference to Exhibit A of the Task Order Agreement Between Owner and Engineer dated June 26, 2023.
 - Study and Report Services (Exhibit A, Paragraph A1.01) – **REPLACE WITH THE FOLLOWING**

Preliminary Engineering Report (PER):

- 1. Prepare a Water System PER in accordance with the General Outline of a PER included in the most current edition of the Uniform Application for Montana Public Facility projects.
- 2. The PER will focus on the following primary areas of the water system:
 - a. Existing Fire Water System
 - b. Water Supply
 - c. Water Distribution
 - d. Water Storage
- 3. Hold project kick-off meetings with Town staff and project stakeholders as necessary.
- 4. Review past studies and evaluations completed for the Town.
- 5. Update population figures to develop future population projections, and summarize in the PER.
- 6. Determine the extents of the existing system facilities.
- 7. Update the financial status of the existing facilities and the target rate analysis, and summarize in the PER.
- 8. Identify the current problems, prioritize these problems, and summarize in the PER.
- 9. Identify alternatives to address the problems and summarize in the PER.

Task Order

EJCDC® E-505, Agreement Between Owner and Engineer for Professional Services – Task Order Edition.
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2024 DRUMMOND WATER PER PROPOSED TASK ORDER
EXHIBIT A

10. For each additional alternative prepare costs estimates, identify design criteria, consider O&M costs, prepare exhibits, evaluate environmental impacts, consider land requirements, and potential construction problems to determine the most cost-effective solution to address the identified problems.
11. Compare the alternatives against each other and develop a recommended alternative to address the problems.
12. Summarize the details of the selected project and establish an implementation schedule and funding strategy.
13. Summarize the conclusions and recommendations.
14. Summarize the findings of the PER in an Executive Summary.
15. Present the findings of the PER at a council meeting.
16. Prepare the Uniform Environmental checklist in accordance with the Montana Coal Endowment Program Application Guidelines and coordinate with the Town to properly advertise the public hearing(s).
17. Send notifications to the affected agencies and request comment as required.

- Preliminary Design Phase (Exhibit A, Paragraph A1.02) – **NOT USED**
- Final Design Phase (Exhibit A, Paragraph A1.03) – **NOT USED**
- Bidding or Negotiating Services (Exhibit A, Paragraph A1.04) – **NOT USED**
- Construction Phase Services (Exhibit A, Paragraph A1.05) – **NOT USED**
- Post-Construction Phase Services (Exhibit A, Paragraph A1.06) – **NOT USED**
- Commissioning Services (Exhibit A, Paragraph A1.07) – **NOT USED**

B. Resident Project Representative (RPR) Services – **NOT USED**

C. **NOT USED**

D. **NOT USED**

E. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

3. Additional Services – NOT USED

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B.

Task Order

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5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

<u>Party</u>	<u>Action</u>	<u>Schedule</u>
Engineer	Furnish 2 hard copies and 1 electronic copy of the Report to Owner.	By May 1, 2024

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
a. Study and Report Phase (A1.01)	\$45,000	Hourly Rates

Compensation items and totals based in whole or in part on Hourly Rates are estimates only.

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. Consultants retained as of the Effective Date of the Task Order: None

8. Other Modifications to Agreement and Exhibits: None

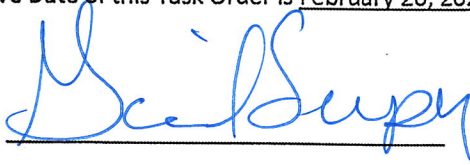
9. Attachments: None

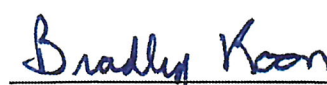
10. Other Documents Incorporated by Reference: Agreement Between Owner and Engineer for Professional Services (Task Order Edition) Dated June 26, 2023.

11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is February 20, 2024.

OWNER: 
By: _____

ENGINEER: _____
By: 

Print Name: Gail Leeper

Print Name: Brad Koon

Title: Mayor

Title: President

Engineer License or Firm's
Certificate No. (if required): 14124
State of: Montana

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Gail Leeper, Mayor

Name: Brad Koon

Address: P.O. Box 195
Drummond, MT 59832

Address: 3102 Old Broadwater Lane
Helena, MT 59601

E-Mail
Address: townofdrummond@blackfoot.net

E-Mail
Address: bkoon@tripletreemt.com

Phone: (406) 288-3231

Phone: (406)461-0692

1. **Planning Grant Proposal Abstract: *-** (Provide a brief summary of the proposed planning project which highlights the renewable resource benefits.)

The proposed planning project includes development of a preliminary engineering report (PER) to review the condition and issues with the existing fire water system; and review options for the Town of Drummond to develop a municipal water system. The Town currently has an undersized fire water system, but does not have a public potable water system, and residents are served by individual wells. Most of the wells are shallow, and at risk of contamination from the Town's municipal wastewater system. Due to the individual, private wells, there is currently no regulation on the use of water from the aquifer. A new public water system would likely include two public wells, a distribution system, a treatment system, and a storage tank. Meters would be installed on the pumping system and individual services to allow monitoring of the system and conservation of water. The outcome of the planning project would be to identify a recommended project and estimated costs, allowing the Town to plan for future funding options.

2. **Resource and Citizen Benefits # 1. Describe the proposed benefits and impacts to the renewable resource(s) of this project.*** (Tip: Projects demonstrating the greatest renewable resource benefits tend to rank the highest.)

The population of Drummond is approximately 310. Currently all the residences and businesses are served by individual private wells throughout the Town. The majority of the wells are shallow, some being hand dug. The Town is currently served by a public wastewater system including sewer collection mains throughout the Town. Although the sewer collection system is in good condition, there is risk of contamination of the private wells. Department of Environmental Quality requires 100' setback from wastewater collection systems to wells; and there are multiple locations where the setback is much less. Utilization of individual wells results in no regulation of water use. Also, the town is served by a fire water system including a 50,000 gallon storage tank and distribution system with fire hydrants through the core of the Town, showing considerable signs of leakage.

A new water system for the Town would likely include 2 public water system wells, a distribution system, a treatment system, and a water storage tank. The new system would result in a more regulated and controlled system. Use of meters on the supply and individual services would allow for better use of the resource. Flows from the supply wells could be compared to individual uses to identify leaks and excessive use. The existing fire flow system would also likely be combined with the distribution system, addressing the current issues of leaking in the system.

Completion of the project would result in considerable improvements to responsible use of the Town's groundwater source.

3. **Resource and Citizen Benefits # 2. Describe the public benefits resulting from the proposed project. Resource-based recreation; or Public Health & Safety.** * (Public benefits include: Economic benefit to community, county, or state, in the form of jobs or increased revenue; Resource-based recreation; or Public Health & Safety.)

The Town of Drummond is currently served by individual wells. The Town is also served by a public wastewater system including a collection system, lift station, and treatment lagoon. The sewer collection system was rehabilitated in 2005 and is in good condition, but does create a potential risk of contamination to local wells. This project would include two public wells and a distribution system constructed in accordance with Montana Department of Environmental Quality Standards, allowing for protection of the source and distribution. Depending on the water quality of the public wells, treatment or disinfection may also be included in the project. The system would also be designed to improve fire flows as recommended by the Department of Environmental Quality and the local fire chief. The result of the project will be safer water supply for the residences and businesses in the Town of Drummond.

4. **Resource Benefit Attachments (if needed)**
Attach Capital Improvement Plan

5. **Technical Summary # 1. Describe the actions that have led to this planning project. Provide a summary of the project history.** (Example: Resources identified in a Strategic Plan or updates needed for a water treatment system.)

The Town of Drummond completed a Capital Improvements Plan (CIP) in April of 2022 in water system improvements were noted.

The Town does not currently have a public water system. Additional actions that have led to this planning project include concerns regarding individual wells in the proximity of the sewer system.

6. **Environmental Evaluation # 1. Does the proposed planning action result or lead to any adverse environmental impacts after project implementation? If yes, please describe:***

No

7. **Environmental Checklist: I have completed and submitted the checklist.***

Please complete and submit the RRGL checklist and submit with your application IF your project will result with on the ground activities that will result in environmental impacts.

RRG Environmental Requirements Update: All RRGL program projects (RRGL project grants) will be required to provide an environmental checklist before contracting with DNRC. Planning grants will be required to submit a checklist for on the ground activities (i.e. test wells) only.

Environmental Checklist Link

8. DNRC Environmental Checklist*

9. Environmental Document attachments (if needed)

10. ARPA CERTIFICATION FORM: I have signed and submitted the form to DNRC.*

ARPA CERTIFICATION FORM- All applicants to the DNRC RRGL Planning Grant Program Grants are required to complete this form. The RRGL Planning grants will receive funding through the ARPA (www.arpa.mt.gov) program this biennium.

You can find the form ([here](#))

11. PROPOSED TIMELINE-Planning grants must be completed within a year of contract execution. Attach the project timeline:*

2/24/2023 – Planning grant applications due

5/1/2023 – Planning grant awarded

7/1/2023 – Apply for additional funds

12/1/2023 – Draft PER

2/1/2024 – Finalize PER

12. RRGL Planning Grant Requested Amount*

Please enter the amount requested for your planning grant for this application.

\$15,000

13. Total Project Budget*

Please enter your total project budget including the RRGL planning grant amount and the match funding amount.

\$15,000 – RRGL

\$15,000 – MCEP

\$30,000 – Total

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 EXHIBIT B

14. Total Match Funding Amount*

Match funding is not required to be eligible for RPG planning grant funds. Please provide the total match amount (in-kind or cash) for this application.

Application Budget*

Funding Source	Funding Source Amount:	Is the funding committed (Y/N)?
Applicant – RRGL	\$15,000	N
Other – MCEP	\$15,000	N
Grant		
Loan		

2021 RPG Budget

Please enter the source and amount of match funding that may be used for completing the proposed activity, not including the RRGL Planning Grant funds.

Please indicate if the alternate sources of funding are other than cash, such as in-kind services.

**We will also need the Applicants Unique Entity ID Number (UEI) Number

DEPARTMENT OF NATURAL RESOURCES
AND CONSERVATION

Conservation and Resource Development Division



GREG GIANFORTE, GOVERNOR

1539 ELEVENTH AVENUE

STATE OF MONTANA

DIRECTOR'S OFFICE: (406) 444-2074
FAX: (406) 444-2684

PO BOX 201601
HELENA, MONTANA 59620-1601

05/22/2023

Gail Leeper
114 A Street
Drummond, Montana 59832

RE: Notice of RRGL Planning Grant Award

Dear Gail,

Congratulations! You have been awarded an RRGL planning grant for \$15,000 for the Drummond Water PER. We have received additional funding for this grant cycle and are excited to be working with you on your planning project. I appreciate the planning and dedication that your community has taken to advance this critical project, so that all Montana communities and families may thrive.

Pursuant to section 28 of HB 632, if a local government awardee or any of its authorized agents have health regulations related to COVID-19 that are more strict than those imposed by the state in effect at the time a grant is awarded, the grant will be reduced by 20 percent. In your application, you certified whether relevant regulations were in effect. Please update the Department of Natural Resources and Conservation (DNRC), in writing, if that has changed between the date you submitted your application and the date of this award letter.

To begin your project, the grant manager will develop the grant agreement and you will receive the approved agreement by mail. Please sign both copies of the contract and return to us or let us know if any changes to the contract are needed.

Thank you for your application and I look forward to working with you on your project and planning needs. Please contact me at 444-9766 with any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lindsay Volpe".

Lindsay Volpe
RRGL Program Manager

MCEP INFRASTRUCTURE PLANNING GRANT APPLICATION FORM

AUTHORIZING STATEMENT

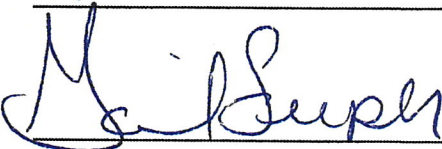
I hereby declare that the information included in, and all attachments to, this application is true, complete, and accurate to the best of my knowledge. I further declare that, on behalf of Insert Name of Applicant), I am legally authorized to enter into an agreement with the Montana Department of Commerce if a MCEP is awarded.

- 1) I further declare that if a MCEP grant is awarded, and if that grant is to be used to prepare a Preliminary Engineering Report (PER), then the PER will follow the format that meets the requirements of the *Uniform Preliminary Engineering Report for Montana Public Facility Projects* outline and will include a completed environmental checklist.
- 2) Or, if that grant is to be used to prepare a Capital Improvements Plan (CIP), then the CIP will be comprehensive and in accordance with criteria acceptable to Commerce.

I understand that Commerce will only review the final PER in an attempt to ensure that the information presented in the PER meets the basic requirements of the *Uniform Preliminary Engineering Report for Montana Public Facility Projects* outline, and that Commerce will not certify the quality of the PER. I further understand that the review and approval of the content of the PER by Commerce does not guarantee that a subsequent application to MCEP for a construction project would result in the maximum number of points being assigned in the scoring of the engineering problem or design during the MCEP ranking process.

Name
(printed): Gail Leeper

Title
(printed): Mayor

Signature:  Date: 09/25/2023

OFFICE OF THE GOVERNOR
STATE OF MONTANA

RECEIVED MAR 18 2024

Greg Gianforte
GOVERNOR



Kristen Juras
LT. GOVERNOR

March 14, 2024

[Handwritten signature]
3-18-24

Mayor Gail Leeper
Town of Drummond
PO Box 195
Drummond, MT 59832

Re: Notice of Montana Coal Endowment Program Planning Grant Award

Dear Mayor Leeper:

Congratulations! On behalf of the State of Montana, it is my pleasure to notify you that the Town of Drummond has been selected for a Montana Coal Endowment Program planning grant award in the amount of \$30,000 to complete a water preliminary engineering report.

All awardees will be contacted directly with more information in the upcoming weeks by program staff. If you have any questions, please contact the Community MT Division at the Montana Department of Commerce, at 406-841-2770 or email DOCCDD@mt.gov.

Again, congratulations. I wish you great success in the completion of your project.

Sincerely,

[Handwritten signature of Greg Gianforte]
Greg Gianforte
Governor