



City of Topeka
Governing Body Action Form
City Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
May 12, 2026

DATE:	May 12, 2026	
CONTACT PERSON:	Sylvia Davis, Director of Utilities	DOCUMENT #:
SECOND PARTY/SUBJECT:	Bartlett & West, Inc.	PROJECT #:
CIP PROJECT:	No	
ACTION OF COUNCIL:		JOURNAL #:
		PAGE #:

DOCUMENT DESCRIPTION:

APPROVAL of a Utilities Department contract amendment for professional services between the City of Topeka and Bartlett & West, Inc. in an amount not to exceed \$72,950.

(Approval of the contract amendment would authorize the additional engineering services related to anaerobic digester operations, hauled-in-waste receiving protocols, and calculating a new waste load allocation)

VOTING REQUIREMENTS:

Action requires at least six (6) votes of the Governing Body.

POLICY ISSUE:

Whether to approve the contract amendment for professional services. Pursuant to Topeka Municipal Code (TMC) 3.30.010, all contracts for professional services that meet or exceed \$50,000 require approval by the Governing Body.

STAFF RECOMMENDATION:

Staff recommends the Governing Body approve the contract as part of the consent agenda.

BACKGROUND:

On May 12, 2025, the City executed Contract No. 52867 for a not-to-exceed amount of \$49,950 with the engineering firm for on-call wastewater engineering services. The scope of services included review of consultant designs; providing hydraulic modeling; providing technical advice and subject matter expertise; meeting with City staff; on-site assistance; field observations; and other consulting services as required by the Utilities Director related to treatment, conveyance or modeling.

Amendment No. 1 increases the contract amount by an additional \$23,000 to include operations consulting related to anaerobic digester operations and hauled-in-waste (HIW) receiving protocols; and calculating a new waste load allocation (WLA) for the anaerobic digester complex based on updated data and current operating configuration.

BUDGETARY IMPACT:

\$72,950

SOURCE OF FUNDING:

Wastewater Operations Fund

ATTACHMENTS:

[Contract - Bartlett & West](#)

[Contract No. 52867 - Bartlett & West Original Agreement \(May 12, 2025\)](#)