



**AGENDA ITEM EXECUTIVE SUMMARY**

Title: Recommendation to Waive the Formal Bid Procedure and approve Purchase Order for a Sanitary Sewer Trailer Pump

Presenter: Chris Adesso

*Please check appropriate box:*

|                          |                        |                                     |                              |
|--------------------------|------------------------|-------------------------------------|------------------------------|
| <input type="checkbox"/> | Government Operations  | <input checked="" type="checkbox"/> | Government Services 05.23.16 |
| <input type="checkbox"/> | Planning & Development |                                     | City Council                 |

|                 |             |           |     |                                     |    |  |
|-----------------|-------------|-----------|-----|-------------------------------------|----|--|
| Estimated Cost: | \$50,274.40 | Budgeted: | YES | <input checked="" type="checkbox"/> | NO |  |
|-----------------|-------------|-----------|-----|-------------------------------------|----|--|

If NO, please explain how item will be funded:

**Executive Summary:**

The Sanitary Sewer Division owns six 6” trailer pumps that are used primarily during emergency wet weather events and for maintenance purposes throughout the sanitary sewer system. These larger sized pumps are typically used to bypass sections of the sanitary sewer main and must be able to pump large volumes of sewage to allow staff to safely and efficiently work on the system. These pumps are also deployed in instances when the sanitary sewer system overburdened due to the infiltration of rain water in an effort to relieve the system.

Several years ago, a 5 year replacement program was initiated to systematically and without a large impact to the budget phase in new pumps to replace old pumps. The decision was made at the beginning of the program to use Godwin pumps because of their reliability and power. The City has made a considerable investment in accessory items such as fittings, discharge and hoses customized to Godwin pumps and standardizing pump purchases has allowed staff to better utilize existing spare parts inventories, deploy pumps more efficiently during emergencies, and ease training requirements.

Currently there is only one authorized Godwin Pump dealer in northern Illinois; therefore staff could only obtain one quote for pricing this piece of equipment, making it a sole source item.

**Attachments:** *(please list)*

\*Bid Waiver \*Price Quotation

**Recommendation / Suggested Action** *(briefly explain):*

Recommendation to waive the formal bid procedure and approve Purchase Order for Sanitary Sewer Trailer Pump from Xylem/Godwin for the amount of \$50,274.40.

*For office use only*

*Agenda Item Number: 4.m*

**REQUEST FOR WAIVING BID PROCEDURE**

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

**Xylem/Godwin  
16830 Chicago Avenue  
Lansing, Illinois 60438**

For the purchase of: 6" pump, Model CD150M and trailer

At a cost not to exceed: \$50,274.40

Reason for the request to waive the bid procedure:

Sole Source for Pump that is consistent with the other pumps in our fleet.

Other Quotations Received:

None

Date: May 23, 2016

Requested by: \_\_\_\_\_

Department Director: \_\_\_\_\_

Purchasing Manager: \_\_\_\_\_

Committee Chairman: \_\_\_\_\_

**THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.**

