



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Waive the Formal Bid Process and Approve Emergency Repairs to Main Plant Anaerobic Digester
Presenter:	John Lamb

Please check appropriate box:

	Government Operations	X	Government Services 10.28.13
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	\$150,000	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

On October 18th, wastewater staff discovered a hole in the north anaerobic digester causing leakage into a sub-basement area of the tank rendering the digester inoperable. The south anaerobic digester is also out of service due to recent maintenance issues. The anaerobic digesters are an essential part of the wastewater process related to meeting regulatory requirements and keeping the plant in operation.

Staff contacted several contractors to submit proposals on the work. Two responded and staff recommends awarding contract to National Industrial Maintenance, Inc. in the amount of \$120,000 due to their expertise and ability to coordinate efforts to expedite repair and operation.

Funds are available in the budget for this repair. There is a digester rehabilitation project budgeted in FY15/16 that included some of this work. The amount associated with this repair will be deducted from that future budget amount.

Attachments: *(please list)*

Bid Waiver Form

Recommendation / Suggested Action *(briefly explain):*

Recommendation to waive the formal bid process and approve emergency repairs to Main Plant Anaerobic Digesters in the amount of \$150,000 and award of contract to National Industrial Maintenance in amount of \$120,000.00.

<i>For office use only:</i>	<i>Agenda Item Number: 4.h</i>
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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:

National Industrial Maintenance, Inc.
4530 Baring Avenue
East Chicago, Indiana 46312-3209

For the purchase of: Contractual services related to emergency repair of the Main Treatment Plant Anaerobic Digester in the amount of: \$120,000.00

Reason for the request to waive the bid procedure: Due to emergency repair staff did not use formal bid procedure but requested quotes from three companies for pricing.

Other Quotations Received: one

Date: 10/25/2013

Requested by: John Lamb

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.