

Item # 5-9c

**City of Carson City
Agenda Report**

Date Submitted: July 29, 2008

Agenda Date Requested: August 7, 2008

Time Requested: Consent

To: Mayor and Supervisors

From: Purchasing & Contracts

Subject Title: Action to determine that Wastewater Solids Management, Inc. is the lowest responsive and responsible bidder and to award Contract No. 0809-065 Carson City Waste Water Reclamation Plant Digester Cleaning to Wastewater Solids Management Inc. for a not to exceed amount of \$69,000.00 and a contingency amount of \$20,000.00 to be funded from the WWTP Upgrade Phase I A fund as provided in FY 2008/2009.

Staff Summary: Digesters need cleaning approximately every 10 years and the Carson City Waste Water Reclamation Plant has two digesters that have not been cleaned in approximately 14 years. Rags, sand, grit, and non-digestible products build-up in the digesters. The digesters must be completely drained to be cleaned. Due to the difficulty, staffing and equipment restraints, this job cannot be performed by staff. The organic waste materials, sludge and greases are digested to reduce the amount of solids produced at the Plant and disposed of at the Carson City Landfill. The build-up of non-digestible solids has reached the point where the capacity of the digesters has been reduced enough to affect operations. As a result, Carson City needs to employ a company that specializes in "Digester Cleaning" to regain the capacity and eliminate the operations problems that are occurring.

Type of Action Requested: (check one)
 Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to determine that Wastewater Solids Management, Inc. is the lowest responsive and responsible bidder and to award Contract No. 0809-065 Carson City Waste Water Reclamation Plant Digester Cleaning to Wastewater Solids Management Inc. for a not to exceed amount of \$69,000.00 and a contingency amount of \$20,000.00 to be funded from the WWTP Upgrade Phase I A fund as provided in FY 2008/2009.

Explanation for Recommended Board Action: *NOTICE TO BIDDERS* were mailed on June 23, 2008 and the *NOTICE TO BIDDERS* was published in the Nevada Appeal on June 29, 2008. The bids were opened at 11:10 a.m. on July 10, 2008 at 201 North Carson Street, Carson City, Nevada 89701. Present during the bid opening was Sandy Scott, Purchasing & Contracts Management Assistant.