



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting of March 2, 2021

**DATE:** February 23, 2021

**TO:** Peter Zaroni, City Manager

**FROM:** Kevin Norton, Director of Water Utilities  
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### **Micro-Solve for Wastewater Treatment Plants**

#### **CAPTION:**

Motion authorizing a two-year supply agreement with EGSW, LLC, of Wimberly, Texas, for a total amount not to exceed \$512,300.00, for Micro-Solve (a preventative grease and odor solution) for Wastewater Treatment Plants, with FY 2021 funding in the amount of \$149,421.00 available from the FY 2021 Wastewater Fund.

#### **SUMMARY:**

This motion authorizes a two-year supply agreement for Micro-Solve for Wastewater Treatment Plants. This agreement is necessary to facilitate the treatment process at the wastewater treatment plants and lift stations.

This two-year supply agreement provides Micro-Solve for the City's wastewater treatment plants and lift stations. There is currently no contract in place for this product. When this product was previously procured, each wastewater treatment plant would seek its own competitive quotes. Having this supply agreement in place secures better pricing due to economies of scale and reduces the administrative time to solicit bids each time supply is needed.

#### **BACKGROUND AND FINDINGS:**

Micro-solve is used at several wastewater treatment plants and lift stations to address treatment issues related to the accumulation of animal fats, grease, and oils, and to address nuisance odors. It is a preventative grease and odor solution for wastewater treatment.

The Contracts and Procurement Department conducted a competitive Request for Bid process to obtain bids. The City received two bids and staff is recommending the award to the lowest, responsible bidder, EGSW LLC.

## **ALTERNATIVES:**

An alternative is to not enter into a service agreement. This would require separate procurements on an as needed basis which would reduce the economies of scale pricing secured through a long-term contract. This would also increase the time delay due to the procurement process, slowing the level of response, thereby increasing problems with grease such as odor and overflows.

## **FISCAL IMPACT:**

The fiscal impact for the Utilities Department is an amount not to exceed \$149,421.00 for the first year of the two-year supply agreement from the FY 2021 Wastewater Fund, with the remaining cost of \$362,879.00 to be budgeted in future years through the annual budget process.

## **FUNDING DETAIL:**

Fund:	4200 Wastewater
Organization/Activity:	33100 Broadway Wastewater Plant
Mission Element:	064
Project # <b>(CIP Only)</b> :	N/A
Account:	520010 Purification chemicals
Cost:	\$49,807.00

Fund:	4200 Wastewater
Organization/Activity:	33110 Oso Wastewater Plant
Mission Element:	064
Project # <b>(CIP Only)</b> :	N/A
Account:	520010 Purification chemicals
Cost:	\$49,807.00

Fund:	4200 Wastewater
Organization/Activity:	33120 Greenwood Wastewater Plant
Mission Element:	064
Project # <b>(CIP Only)</b> :	N/A
Account:	520010 Purification chemicals
Cost:	\$49,807.00

## **RECOMMENDATION:**

Staff recommends approval of this motion authorizing a two-year supply agreement with EGSW LLC, for Micro-Solve for Wastewater Treatment Plants as presented.

## **LIST OF SUPPORTING DOCUMENTS:**

Bid Tab  
Supply Agreement