



## AGENDA MEMORANDUM

Action Item for the City Council Meeting of June 18, 2019

**DATE:** June 18, 2019

**TO:** Peter Zaroni, City Manager

**FROM:** Kevin Norton, Director of Utilities  
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### Mechanical Bar Screens for Allison Wastewater Treatment Plant

#### **CAPTION:**

Motion authorizing a one-year service agreement for the purchase, installation oversight and warranty for the replacement of two mechanical bar screens at Allison Wastewater Treatment Plant from Vulcan Industries, Inc. of Missouri Valley, Iowa for a total amount not to exceed \$128,280.00 funded through the Wastewater Fund.

#### **PURPOSE:**

This item is to approve the purchase of two mechanical bar screens for the Allison Wastewater Treatment Plant.

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

A bar screen is a mechanical filter used to remove large objects, such as rags and plastics, from wastewater. It is part of the primary filtration flow and typically is the first, or preliminary, level of filtration, at the influent to a wastewater treatment plant. The Allison plant has two bar screens, one of which is no longer operational, and one which is nearing its service life.

The Purchasing Division conducted a competitive Request for Bid (RFB) process and received four bids. Staff made a recommendation in March 2019 to Council to award the contract to Headworks International, Inc., the lowest responsive, responsible bidder at the time. However, Headworks International, Inc. was not able to meet the required specifications and therefore the contract has been terminated. Staff recommends award to the second lowest responsive, responsible bidder, Vulcan Industries, Inc.

**ALTERNATIVES:**

N/A

**OTHER CONSIDERATIONS:**

City Staff will be installing the equipment with oversight from the vendor to ensure that warranty provisions are met.

**CONFORMITY TO CITY POLICY:**

This purchase conforms to the City’s purchasing policies and procedures and State statues regulating procurement.

**EMERGENCY / NON-EMERGENCY:**

N/A

**DEPARTMENTAL CLEARANCES:**

Utilities Department

**FINANCIAL IMPACT:**

X Operating       Revenue       Capital       Not applicable

<b>Fiscal Year 2018-2019</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget	\$230,726.00	\$0.00	\$230,726.00
Encumbered / Expended Amount	\$30,676.00	\$0.00	\$30,676.00
<b>This item</b>	\$128,280.00	\$0.00	\$128,280.00
<b>BALANCE</b>	\$71,770.00	\$0.00	\$71,770.00

**Funding Detail:**

Fund: 4200 Wastewater  
Organization/Activity: 33130 Allison Wastewater Plant  
Mission Element: 064 Treat Wastewater  
Project # (CIP Only): N/A  
Account: 550040 Other Equipment

**RECOMMENDATION:**

City staff recommends approval of the action as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Service Agreement  
Bid Tabulation

