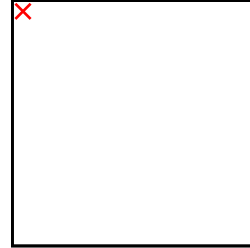


CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Brian Huntzinger, Water Production Manager
Co-Submitter: Mark Richardson
Date: 03/12/2019
Meeting Date: 03/19/2019



TITLE:

Consideration and Approval of Contract: Water Services Well & Pump Maintenance Contract

STAFF RECOMMENDED ACTION:

1. Approve the contract award to Empire Pump Corporation out of Phoenix, Arizona for the purchase of Well and Pump Maintenance Services not to exceed \$650,000 (Six hundred fifty thousand dollars) annually.
2. Authorize the City Manager to execute the necessary documents.

Executive Summary:

The City of Flagstaff, Water Services, operates water treatment and distribution facilities including well fields. The purpose of establishing an agreement with a qualified contractor is to provide maintenance and repair of the pumps, motors, wells and other equipment associated with water production. The work covered under this agreement is for the removal and replacement of groundwater submersible pumps, motors, column pipe, and line shaft pumps, water treatment pumps, and motors, related electrical work, and any other work related to maintaining, cleaning and repairing wells, on an as-needed basis.

Financial Impact:

Water Production annually budgets based on the number of wells in service, the age of wells, etc. under accounts 202-08-301-1020-0-4229 (Local Wells), 202-08-301-1021-0-4229 (Lake Mary Wellfield), 202-08-301-1022-0-4229 (Woody Mtn. Wellfield) to cover the costs associated with maintaining the City of Flagstaff's groundwater wells. This Contract may also be utilized by Water Reclamation Plants/Facilities (under accounts 203-08-311-1122-0-4229, 203-08-312-1122-0-4229 and 204-08-321-1203-0-4229) and Water Services, Engineering Project Management.

Policy Impact:

This contract ensures the potable water supply for the City of Flagstaff is at maximum capacity at all times and the infrastructure is maintained.

Connection to Council Goal, Regional Plan and/or Team Flagstaff Strategic Plan:

Transportation and other public infrastructure. Replace aging infrastructure.

Has There Been Previous Council Decision on This:

Similar contracts have been done since 1992. The last contract was approved in December of 2013.

Options and Alternatives:

1. Approve the contract award to Empire Pump Corporation out of Phoenix, Arizona for the purchase of Well and Pump Maintenance Services in the amount of not to exceed \$650,000.00 (Six Hundred and Fifty Thousand Dollars) annually; or
2. Reject all bids for Water Services Well & Pump Maintenance. The option would be to bid each maintenance job separately.

Background and History:

The City of Flagstaff, Water Services, operates water treatment and distribution facilities including well fields. In order to service the City of Flagstaff groundwater wells, a company needs to have the necessary equipment, licenses, bonds, and professional skills in order to do so as there is the possibility of multiple wells needing maintenance at one time. Due to potential high water demand (summer) and approximate two days of peak demand volume in storage, timing is critical for the maintenance and repair of water production infrastructure. The purpose of establishing an agreement with a qualified contractor is to provide maintenance and repair of the pumps, motors, wells and other equipment associated with water production. The work covered under this agreement is for the removal and replacement of groundwater submersible pumps, motors, column pipe, and line shaft pumps, water treatment pumps, and motors, related electrical work, and any other work related to maintaining, cleaning and repairing wells, on an as-needed basis.

Key Considerations:

Our existing Well and Pump Maintenance Service Contract expires March 17, 2019. A new service contract will allow the City to purchase Well and Pump Maintenance Services under a formal contract through Empire Pump, which will help the City ensure the potable water supply for the City of Flagstaff is at maximum capacity at all times.

On December 14, 2018, the Purchasing Section posted an Invitation for Bids solicitation on the PlanetBids website and advertised in the December 23 and December 30, 2018 Arizona Daily Sun newspaper. There were six (6) bids that were received for Well and Pump Maintenance Services, which were opened on January 22, 2019. Empire Pump Corporation was considered to be the lowest and responsible bidder. The initial contract is for two (2) years with the option to renew for three (3) additional one (1) year periods, upon mutual agreement between the City of Flagstaff and Empire Pump Corporation.

Community Benefits and Considerations:

All funds associated with this bid and agreement are included in the Water Services, Water Production, Water Reclamation and Engineering, and Project Management annual budgets for each respective facility or section.

Community Involvement:

The purpose of this proposal is to allow the Water Services Division to make repairs and maintenance to current and future groundwater wells and pumps at both water production and reclamation treatment plants in a timely and cost-efficient manner. The ability to complete these repairs helps ensure continuous production of potable and reclaimed water for the citizens of Flagstaff.

Expanded Options and Alternatives:

Inform

Attachments: Well and Pump Maintenance Contract
 Contract Exhibit A- Empire Pump Pricing
 Final Bid Matrix