



MEMORANDUM

TO: Milton Dohoney Jr., City Administrator

FROM: Paul Matthews, Interim Public Works Manager

SUBJECT: Request for Emergency Purchase Order to Repair the Sanitary Sewer Main on Hilltop Dr.

DATE: November 9, 2023

Public Works staff was called to a sewer backup at 3125 Hilltop Drive on Friday, November 3rd. Staff worked on the backup for several hours before reestablishing flow in the sewer main. On Monday, a camera used in the investigation into the cause of the blockage dropped into a hole in the bottom of the sanitary sewer pipe and became stuck. A second camera was deployed from the upstream manhole, and an additional hole and an unknown obstruction were located at the site of the original blockage. Staff were unable to remove the obstruction or retrieve the fallen camera. The sewer is 18' deep and Public Works is not equipped to safely perform the deep excavations necessary to make the repairs and retrieve the camera.

RFP#23-55 for Public Works on-call construction services was publicly opened on October 10, 2023. A selection committee comprised of Public Works staff reviewed the proposals and determined the proposal from E.T. MacKenzie Company provided value based on the criteria in ORD-21-41, adopted by Council on January 3, 2022. A construction contract award to E.T. Mackenzie Company is set for the City Council agenda on December 18, 2023. They were contacted to provide pricing for the emergency repairs using the rates submitted with their current bid.

As provided in City Code 1:317, we are requesting authorization of an Emergency Purchase Order to E.T. MacKenzie Company in the amount not to exceed \$224,812.20 to cover the cost of the repairs. Funds for this repair are available in the FY2024 Sanitary Sewer System Capital Maintenance budget. Staff will prepare the appropriate Resolution to ratify the emergency PO, for City Council consideration and approval at the next available meeting as required by City Code.

Milton Dohoney Jr.

Approval
Milton Dohoney, Jr.
City Administrator

CC: Brian Steglitz, Public Services Area Administrator
Skye Stewart, Chief of Staff