

# HEBER PUBLIC UTILITY DISTRICT

## REPORT TO BOARD OF DIRECTORS

**MEETING DATE:** April 16, 2015

**FROM:** Laura Fischer, General Manager

**SUBJECT:** Authorize the General Manager to Award the Construction Contract for the Improvements to the Headworks Building at the Wastewater Treatment Plant.

**ISSUE:**

Shall the Board of Directors authorize the General Manager to award the Construction Contract for the improvements at the headworks building at the wastewater treatment plant?

**GENERAL MANAGER'S RECOMMENDATION:**

It is recommended that the Board of Directors authorize the General Manager to award the construction contract for the improvements to the headworks building at the wastewater treatment plant.

**FISCAL IMPACT:**

Staff estimate is \$10,000.

**BACKGROUND:**

The new headworks building at the Wastewater Treatment Plant does not have adequate ventilation and gasses from the sewage build up even when the doors and windows are open. This is causing some concern as it dangerous for staff and corroding equipment.

The Holt Group has been working on a design that will move and circulate the air to relieve the gas buildup. The project details are attached for your review. This is a critical project and will be staff's first priority to get completed to ensure the safety of our employees.

**DISCUSSION:**

The Holt Group prepared the bid documents and the bid opening date was Monday, April 13<sup>th</sup>. However, we did not receive any bids. Staff and The Holt Group will extend the time to return the bid documents for one week. Hopefully we will receive bids for the project.

**CONCLUSION:**

As we did not receive any bids for this project, and we have extended the bid deadline for one week. Staff recommends that the Board authorize the General Manager to award the construction contract to the lowest qualified bidder.

**ALTERNATIVES:**

- 1) Do not authorize the General Manager to award the contract to the lowest qualified bidder, which will delay the project. This is a very time sensitive project as the gasses build up to high levels.
- 2) Provide alternate direction to staff.

Respectfully Submitted,

Laura Fischer,  
General Manager