

DATE: May 11, 2023

TO: Board of Trustees

FROM: Tom Ratermann

SUBJECT: Brookfield Estates Wastewater Treatment Plant (WWTP) Improvement

The approved plans for the above – subject project included leaving \pm 180 linear feet (LF) of existing fence in place. Through the course of the WWTP improvement project, it has become apparent that the existing fence needs to be replaced due to its age. Huebert Builders, Inc. (HBI) is on-site as the contractor for the project and has provided an estimate for the replacement fence. HBI's price is \$46.63/LF for an 8-foot tall wooden privacy fence. Recently, the BCRSD bid 6-foot tall vinyl coated chain link fence and the bids ranged from \$54.35/LF to \$133/LF.

The BCRSD's procurement policy requires solicitation of 3 quotes for purchases costing from \$2,500 to \$10,000 inclusive, but also allows BCRSD to alter this process in the event of an emergency where "the operation of the District's facilities is endangered or interrupted and a threat to public health and the environment is apparent." I propose that the Board of Trustees utilize the emergency purchase clause and forego the normal procurement procedure because of the safety benefits of using the contractor already in control of the site. Using HBI prevents two contractors working on the same site with no clear lines of responsibility for site safety and security, which could cause a health and safety threat to the public as well as interrupt operations of the facility.

Therefore, I recommend that a motion be made approving the Agreement between the BCRSD and HBI for the installation of new fence at the remaining perimeter of the site with a not to exceed of \$7,180.60 and authorize the General Manager to sign.

C: File