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Department of Utilities
Wastewater Treatment Plant
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TO: Chairperson Vered Meltzer and Members of the Utilities Committee

FROM: Chris Stempa, Utilities Deputy Director

DATE: December 3, 2021

RE: *Informational Item: Sole Source Contractor services by H2O Underpressure associated with hydroblasting services at the AWWTP total \$32,340.*

This memo has been generated to inform the Committee of Jurisdiction that contractor work completed at Appleton Wastewater Treatment Plant (AWWTP) exceeded the \$25,000 Procurement and Contract Management Policy threshold described for sole source contracts.

The work performed by H2O Underpressure in late October and November involved hydroblasting excessive scale formation within 1,200 feet of 10-inch and 12-inch diameter digested sludge dewatering lines (aka filtrate). The expeditious completion of this work was motivated because the associated plugged piping necessitated diversion of high ammonia process flow to another location in the treatment train. The alternative discharge location results in less effective treatment and thus has the potential to impact our discharge permit limits. H2O Underpressure was under contract earlier in the year as part of a competitive quotation process. However, a second contract was not authorized to reflect the second hydroblasting event. It was not my or the Department's intent to circumvent procurement policy. It should be noted that H2O Underpressure did honor the same contractual rates from earlier in the year to complete the most recent work. The amount invoiced for the October/November 2021 blasting event totaled \$32,340.

It should be noted that the second hydroblasting occurrence in 2021 represented the first time in my 14-year tenure with the city that two events of this type were required in the same year. As such, the need to remobilize this contractor was not anticipated or forecasted. Moving forward, the City Attorney Office will be consulted to determine if this type of work could be facilitated under an annual service contract rather than independent contracts as needs arise. Additionally, the engineer contracted as part of the 2021 Dewatering Equipment Upgrades project is assisting us in evaluating chemical treatment options that could mitigate scale formation in lieu of hydroblasting.

If you have any questions or require additional information regarding this work or the associated charges, please contact Chris Stempa at 920-832-5945.