



DEPARTMENT OF
**PUBLIC
WORKS**

MEMORANDUM

Date: January 6, 2025
To: Municipal Services Committee
From: Laura Jungwirth, Director of Public Works
Peter Neuberger, City Engineer/Deputy Director of Public Works
Luke Vandenberg, Project Engineer
Subject: Award 2025 Illicit Discharge Detection and Elimination Ongoing Field Screening Services Contract to Westwood Infrastructure, Inc. in an amount not to exceed \$35,000

The Department of Public Works recommends award of the 2025 Illicit Discharge Detection and Elimination Ongoing Field Screening Services Contract to Westwood Infrastructure, Inc. (Westwood) in an amount not to exceed \$35,000.

Work under this contract includes the following:

- Field screening of stormwater outfalls.
- NR216 Reporting in accordance with WPDES General MS4 Stormwater Permit.
- Review of the current (2020) Ongoing Field Screening Program to be consistent and in compliance with the 2025 MS4 Stormwater Permit, which is expected to be issued later in 2025.
- Response and tracking of Illicit Discharges.

In March 2024 DPW issued a Request for Proposals (RFP) to five consultants. Two proposals were received. The RFP and 2024 award memo stated: *“with satisfactory performance by the consultant, Ongoing Illicit Discharge Field Screening services may be negotiated with the selected consultant on a yearly basis for up to four additional years (through 2028).”*

Based on the continued quality of work by Westwood throughout 2024, DPW recommends award of the 2025 contact to Westwood for the second year of approval.