

Memo

To: City Council
From: John Haggard, Finance Director / Treasurer
Re: Sewer I&I Contract #3
Date: December 5, 2022

The Sewer Department is requesting to sign a contract with Insite Engineering for \$140,000 for contract #3 of the I&I reduction program.

This is a professional service and is therefore not subject to bid law.

The sewer fund has \$9.05M of budget for FY 2023 for capital purchases. Therefore, no budget adjustment is required.

Thanks,

A handwritten signature in black ink that reads "John Haggard". The signature is written in a cursive, flowing style.

John Haggard, CPA, CGFM