



Date: September 1, 2026

Department: Public Works Department

Presenter: Craig Leseberg

Subject: Wellhouse Emergency Generator Request for Proposals

Purpose:

Staff request that Council consider issuing a Request for Proposals (RFP) for the purchase and installation of an emergency generator at the Town's wellhouse.

Background:

The Town of Alpine received an \$89,000 Homeland Security grant to assist with the purchase and installation of an emergency generator at the wellhouse. The generator will provide backup power during electrical outages and other emergencies, allowing the Town to continue operating critical water-system infrastructure.

The Town budgeted a total of \$140,000 for this project. Staff prepared an RFP to obtain competitive proposals from qualified contractors for the generator and associated installation work. Proposals received by the deadline will be publicly opened on September 24, 2026, at 2:00 p.m. at Alpine Town Hall.

Following the opening, staff will review the proposals for compliance with the RFP requirements, contractor qualifications, proposed equipment, project schedule, warranty, and total cost. Staff will return to Council with a recommendation before a contract is awarded.

Alternatives:

Option A — Authorize the Wellhouse Generator RFP Process

- Benefits Include:
 - Allows the Town to competitively solicit qualified contractors.
 - Moves the project forward within the Homeland Security grant requirements and applicable deadlines.
 - Improves the reliability and emergency preparedness of the Town's water system.
 - Provides the Town with an opportunity to compare equipment, pricing, warranties, and installation schedules.

- Challenges Include:
 - Proposals may exceed the amount budgeted for the project.
 - Equipment availability or contractor schedules may delay completion.
 - Additional project costs may be identified during installation.

Option B — Do Not Proceed with the RFP

- Benefits Include:
 - Avoids the Town’s local financial contribution.
- Challenges Include:
 - The Town may lose the \$89,000 Homeland Security grant.
 - The wellhouse would remain vulnerable to power outages.
 - A prolonged outage could disrupt the Town’s ability to operate critical water-system infrastructure. The current generator is not appropriately sized for the wellhouse and provides enough power to operate only one well.

Fiscal Impact:

The Town budgeted \$140,000 for the wellhouse generator project. The project is supported by an \$89,000 Homeland Security grant, resulting in a maximum Town contribution of \$51,000.

To date, the Town has spent \$4,500 on engineering services provided by Musgrove Engineering. An existing concrete pad is already available at the project location. However, the concrete pad may need to be increased in size. Servant Electric has provided an electrical installation quote of \$33,396. This brings the total of “other” expenses to \$37,896, not including the cost of re-sizing the concrete pad or installation.

Engineering	\$4,500
Re-size Concrete Pad	Unknown
Electrical	\$33,396 (estimated)
Generator	\$90,000 (estimated)
Installation	Unknown
Total	\$127,896 + unknowns

The Town is coordinating with the U.S. Forest Service regarding the necessary permit for the generator. Because an existing agreement is already in place, obtaining the permit is not expected to present an issue. Staff is currently awaiting a response from the Forest Service.

Strategic or Community Impact:

Installing an emergency generator at the wellhouse supports the Town's responsibility to provide reliable drinking water and maintain critical infrastructure during power outages and emergencies. The project promotes the health, safety, and welfare of Alpine residents and visitors by strengthening the water system's operational resilience.

Key Questions:

1. Is Council comfortable with continuing to proceed with this project, event if expenses exceed the budgeted amount \$140,000?
-

Suggested Motion:

I move to direct staff to proceed with the Request for Proposals for the purchase and installation of an emergency generator at the Town wellhouse, and to direct staff to return to Council with a recommendation.