

TO: Sylvia Carrillo, ICMA-CM, CPM, City Manager  
Curtis Hancock, Director of Public Works  
From: James B. Wilson, Water & Wastewater Superintendent  
Date: February 16, 2024  
Subject: Emergency Procurement for Well H Replacement



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Mrs. Carrillo,

Well H is one of only 2 wells dedicated to providing drinking water to City customers West of the Colorado River. Fortunately, water demands have been lower than normal and groundwater tables have been higher due to recent precipitation. This has allowed the City to thoroughly diagnose the issue while supplementing the West side of the water system from the Willow Water Treatment Plant.

A local vendor was called in to diagnose the issue and determined the pump motor had reached catastrophic failure. The same vendor was not able to complete any additional work, as they lacked the equipment and expertise to remove the well pump and motor assembly.

A call was then placed with Weisinger Inc., who have previously provided similar well services for the City. Weisinger performed a full inspection of the pump and motor assembly and used a camera to inspect the inside of the well. Those inspections verified the needed replacement of the well pump and motor assembly and revealed a partially clogged well screen inside the well casing, which is likely what caused the mechanical failures.

Although current operations can maintain the current water system demands, this issue needs to be corrected promptly. If another emergency were to arise (i.e. mechanical failures, fire demands, etc.), or system demands start to increase, the City would no longer be able to maintain adequate water system flows and pressures.

For the reasons stated above, I am requesting an emergency procurement of funds outside of the City's norms and procedures to preserve public and environmental health, in the amount of \$68,897.00 payable to Weisinger Incorporated, and funded from a combination of the City's Water/Wastewater Capital Improvement and Operational funds to clean the well screen and replace the pump/motor assembly for Well H.

Best,

A handwritten signature in blue ink, appearing to read 'J. Wilson', is written below the text 'Best,'.