

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING

MEETING DATE: SEPTEMBER 17, 2026

FROM: DANNY FRIEND, DIRECTOR OF OPERATIONS

FOR: ACTION



AWARD CONTRACT TO GILES GENERAL ENGINEERING, KIRTLEY CONSTRUCTION, AND TRI-STAR CONTRACTING II FOR ON-CALL POTABLE WATER AND SANITARY SEWER REPAIR SERVICES

STAFF RECOMMENDATION

It is recommended to authorize the General Manager to execute a one-year contract for On-Call Potable Water and Sanitary Sewer Repair Services, in an amount not-to-exceed \$100,000.00, with the option to extend for two additional one-year terms, subject to negotiated price adjustments, with each of the following contractors:

1. Giles Engineering, in an amount not to exceed \$100,000;
2. Kirtley Construction Inc., in an amount not to exceed \$100,000; and
3. Tri-Star Contracting II Inc., in an amount not to exceed \$100,000.

SUMMARY

In May 2026, the District issued a Request for Proposals (RFP) for On-Call Potable Water and Sanitary Sewer Repair Services. Four proposals were received from experienced, qualified contractors. The scope of work includes on-call emergency repair services for potable water and sanitary sewer infrastructure, as well as small-scale planned projects, on a time-and-materials basis.

ANALYSIS AND FISCAL IMPACT

The purpose of this RFP is to establish contracts with qualified contractors and provide MSWD with readily available support for underground water and sewer infrastructure needs. Selected contractors must be capable of mobilizing within two hours of notification during emergencies and performing all required repair work. Following review of the proposals, staff identified three contractors best qualified to provide services under the proposed scope of work. Funding for these contracts is included in the approved FY 2026-27 operating and capital budgets. The attached scoring summary provides additional information on the evaluators' scores.

BUDGET INFORMATION & STRATEGIC PLAN IMPLEMENTATION

Action Cost:	Current FY Cost:	Future FY Cost:	Funding Source	Acct/Project No.
\$300,000.00	\$300,000.00	\$600,000.00	201 & 301	Multiple
Covered in current FY budget?		Adjustment Needed?	Current Balance:	Balance if Approved:
Yes		No	Multiple	Multiple
Strategic Plan Goal Alignment:				
SMART Goal 4.3 - Maintain and renew assets while facilitating strategic Capital Improvements				

ATTACHMENTS

Attachment 1A - Giles Engineering, Attachment 1B - Kirtley Construction, Inc., Attachment 1C - Tri-Star Constructing II, Inc., Attachment 2 - Scoring Summary Water and Sewer