

# AGENDA STAFF REPORT

MEETING NAME: SPECIAL BOARD MEETING

MEETING DATE(S): MAY 19, 2025

FROM: DANNY FRIEND – DIRECTOR OF OPERATIONS

FOR: ACTION X DIRECTION \_\_\_\_\_ INFORMATION \_\_\_\_\_



## APPROVE CHANGE ORDER NO. 1 WITH SOUTH WEST PUMP AND DRILLING, INC., FOR ON-CALL WELL AND BOOSTER MAINTENANCE AND REPAIR SERVICES

### STAFF RECOMMENDATION

Authorize the General Manager to approve Change Order No. 1 with South West Pump and Drilling, Inc. for the On-Call Well and Booster Maintenance and Repair Services contract. The change order would increase the contract amount by \$47,549.00, from \$150,000.00 to a not to exceed amount of \$197,549.00 and authorize the General Manager to do all things necessary to complete the project.

### SUMMARY

The District currently has three contractors under on-call contracts for well and booster maintenance and repair services. These contracts cover repairs and routine and preventative maintenance for our well and booster station pumps and motors. With four wells currently turned off, the focus shifts to understanding the condition of Well 30 which has been offline since 2009. To achieve this, the downhole well equipment needs to be pulled, allowing for a thorough inspection. A comprehensive well inspection report is important in determining the necessary rehabilitation steps and recommended repairs for Well 30. South West Pump and Drilling, Inc. (SWPD) provided the attached proposal to perform removal and evaluation of the well equipment, and to provide a downhole video inspection and well casing survey report. This necessary work exceeds the original contract amount.

### ANALYSIS

At the February 2022, Board Meeting, SWPD was awarded a contract for well and booster maintenance and repair services. The initial term of the contract was for one year with the option to extend the agreement for up to three (3) additional one-year terms. Change Order No. 1 increases the current contract amount and is recommended to enable staff to complete the Well 30 inspection work.

### FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION

The cost for all work authorized under this contract is included within various approved operating and capital budgets. The expenses for this change order will be covered specifically by capital job number 11886. This action aligns with Strategic Plan Goal 4.3 – Maintain and renew assets while facilitating strategic Capital Improvements.

### ATTACHMENTS

Change Order No. 1 and Proposal  
Orig. Contract with Payment Tracking

FINANCIAL DATA		
Cost Associated with this action:	\$47,549.00	
Current FY cost:	\$47,549.00	
Future FY cost:	\$0	
Is it covered in current year budget:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, year needed:	N/A	
All previous contracts including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	Capital 201 Fund	
BID/Job#	11886	
Current BID/Job balance	\$790,230.00	
Balance remaining if approved:	\$742,681.00	