



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 08/27/2024

**REQUESTER:** Steven Hardeman, Water Reclamation Facility Superintendent

**PRESENTER:** Peter Wolbach, Staff Engineer

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AWARDED BID-2425-10 AND CONTRACT K-2425-35: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND INDUSTRIAL HYDRO SERVICES, IN THE AMOUNT OF \$303,000; PERFORMANCE BOND B-2425-25; STATUTORY BOND B-2425-26; FOR THE REMOVAL OF AND DISPOSAL OF BIOSOLIDS FROM THE STORM HOLDING PONDS AT THE WASTEWATER RECLAMATION FACILITY AND APPROPRIATION FROM THE WASTEWATER RECLAMATION FUND BALANCE.

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### **BACKGROUND:**

The Wastewater Reclamation Facility (WRF) utilizes several storage basins for managing peak wastewater flows and storing flows from treatment processes during plant upsets. Specifically, biosolids from the digesters have been diverted to the ponds due to equipment failures with the dewatering centrifuges. A separate project is underway at the WRF that will replace key dewatering equipment, which will in turn reduce future biosolids diversions to the ponds.

Biosolids stored in the NW and NE storage basin cell are ready for removal. Contract services are necessary for the timely removal of excess biosolids accumulated in the basin. This will allow staff to resume their normal daily biosolids production while remaining in compliance with their Oklahoma Department of Environmental Quality (ODEQ) Discharge Permit.

### **DISCUSSION:**

A Request for Proposals was issued on July 2, 2024, to twelve potential bidders. Each prospective bidder, along with their location and contact information, is attached in the Tabulation of Bids. The Invitation to Bid was advertised on July 19 and 24, 2024. Three (3) bids were received on July 25, 2024, as shown in the attached Bid Record/Tabulation. Industrial Hydro Service submitted the lowest bid of \$0.061 per gallon to remove and dispose of the estimated volume of 5,000,000 gallons. Based on the estimated volume to be removed, the total contract amount equates to \$303,000.

Funding for these services is proposed to be taken from the Water Reclamation Fund, Business Services-Sludge Removal (Account Number 32955145-44121). The current available balance in the account is \$236,797. To provide the required additional funding, an appropriation in the

amount of \$200,000 from the Water Reclamation Fund balance (Account Number 32-29000) into Business Services-Sludge Removal (Account Number 32955145-44121) is requested.

The City of Norman is exempt from the payment of any sales or use taxes. Pursuant to Title 68 O.S., Section 1356 (10) and as allowed by Oklahoma Tax Commission Rules Part 27 Trust Authority 710:65-13-140, direct vendors to the NUA are also exempt from those taxes. A bidder and his subcontractors may exclude from their bid sales taxes on appropriate equipment, materials, and supplies that will not have to be paid while acting on behalf of the NUA. To minimize project costs, the NUA will make payment directly to vendors supplying equipment and materials for incorporation into the project.

Work is anticipated to begin shortly after contract award.

**RECOMMENDATION 1:**

Staff recommends the Norman Utilities Authority Trustees receive bids meeting specification, award Bid Number 2425-10 and approve Contract K-2425-35 to Industrial Hydro Service, in the amount of \$303,000, and approve of associated bonds.

**RECOMMENDATION 2:**

Staff recommends appropriation of \$200,000 from the Wastewater Reclamation Fund balance (Account Number 32-29000) into the Business Services – Sludge Removal (Account 32955145-44121).