



## **AGENDA ITEM ANALYSIS**

Project/Issue Name: 23-R-14 A Resolution of the City Council Authorizing the Final Expenditure of an Emergency Repair of Well #6.  
Submitted By: Karen Haynes, BUILDS Administrator  
Date: March 07, 2023

### **Issue Statement**

A Resolution authorizing the final expenditure for an emergency repair of Well #6.

### **Discussion and/or Analysis**

The BUILDS Department is requesting final authorization for the expenditure for an emergency repair of Well #6, which included the purchase and installation of a well pump, motor, check valves, and fittings.

An emergency purchase was authorized under the provisions of the City's Purchasing Policy, which allows a Department Director to authorize an emergency purchase not to exceed one-hundred thousand dollars (\$100,000), with the approval of the City Administrator. Emergency purchases are defined as an unexpected situations of a serious nature demanding immediate action affecting public health, loss of service, threat to the community, or risk of a substantial financial loss; these defined emergencies may include the procurement of supplies, materials, equipment, services, or a combination of one or more.

On Sunday, February 05, Well #6 tripped (electrical flow shut off); the following day, an Electrician verified the pump needed to be pulled and tested, which was completed on Monday, February 13, by a Well Contractor. The pump was pulled on the morning of Tuesday, February 14, which verified repair would include replacement of the pump, motor, and fittings. The emergency purchased was authorized by the City Administrator on February 15, with a not-to-exceed provision of \$100,000.

The Well Contractor has provided an estimate of \$62,745 for equipment and installation.

### **Recommended Action**

Staff recommends approval.