



# STAFF REPORT

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<b>Meeting Type:</b>	City Council
<b>Meeting Date:</b>	October 6, 2025
<b>From:</b>	AJ Thorne, Public Works Director
<b>Subject:</b>	Contract Approval: Alder Creek Water Treatment Plant Electrical Upgrades

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## DECISION TO BE MADE:

Whether to authorize the City Manager to execute a procurement contract for the purchase of a Switchboard, Standby Generator, and Automatic Transfer Switches as part of the Alder Creek Water Treatment Plant Upgrade project.

## APPLICABLE COUNCIL GOAL:

- **Goal 7.1:** Complete Alder Creek Water Treatment Plant Improvements.

## BACKGROUND / CONTEXT:

As part of the Water System Master Plan Update completed by Consor, which was approved by the Oregon Health Authority (OHA) and adopted by the City in November 2022, the City selected Stantec as the Program Manager for its Sandy Drinking Water Reinvestment Program (SDWRP) in the spring of 2023. After consulting with the City, it was determined that stabilizing the Alder Creek Water Treatment Plant (WTP) was an immediate and critical need to ensure reliability. To stabilize the plant's production reliability, required upgrades include upgrading the Raw Water Pump Station and constructing new building infrastructure containing new membrane filtration equipment, support facilities, and a new Finished Water Pump Station.

These upgrades to the Alder Creek WTP improvements are occurring concurrently with the Portland to Sandy Water Filtration Plant Transmission System project, which will provide a secure connection to the Bull Run Supply at the Bull Run Filtration Facility. The combination of project schedules that are outside of Sandy's control and the date of required compliance with the Bilateral Compliance Agreement, it is critical that the Alder Creek WTP upgrades remain on schedule to provide Sandy with its maximum available water from this source. The connection to the Bull Run Filtration Facility and the upgrades to the Alder Creek WTP will provide the City with two reliable sources to secure supply for the near-term future (year 2040) expected treated water demand.

### Equipment Lead Time Challenges

Recently, certain electrical equipment has had consistently high lead times, generally over 6 months. In order to mesh all the required design and bid schedules, pre-ordering some equipment can be a sensible solution. Because the Alder Creek WTP improvements are critical, the project management

team determined it was best for the City to buy the electrical equipment directly to keep the project on schedule, instead of waiting for the design to be finished.

#### **KEY CONSIDERATIONS / ANALYSIS:**

Three firms responded to the City's request for bids for this electrical equipment. The bids were reviewed by the Public Works Director to confirm bid requirements were met and the lowest apparent bid.

\$345,491 includes the cost items for furnishing and delivering one switchboard, One standby generator, and one automatic transfer switch cost breakdown detailed in **Table 1**.

**Table 1: Farnham Electric Bid**

<b>Item</b>	<b>Description</b>	<b>Total Cost</b>
1	Switchboard(28 weeks)	\$35,055.00
2	Standby-Generator(31 weeks)	\$287,045.00
3	Automatic Transfer Switches(21 weeks)	\$23,391.00
<b>Total</b>		<b>\$345,491.00</b>

The lowest apparent bidder, Farnham Electric, has reviewed and approved the procurement contract. Legal counsel for the City of Sandy has reviewed and approved the invitation to bid prior to issuance, the selection. The notification of intent to award was published publicly on September 17, 2025.

#### **BUDGET IMPACT:**

Funds for the electrical pre-procurement are identified in the water capital appropriations for the BN 2023-25 budget and will be financed from the City's Water Fund account and reimbursed through the Special Public Works Fund loan #B24004.

#### **RECOMMENDATION:**

Authorize the City Manager to execute contracts with Farnham Electirc, for a maximum total fee of \$345,491.00.

#### **SUGGESTED MOTION LANGUAGE:**

"I move to authorize the City Manager to execute an electrical pre-procurement contract for the Alder Creek Water Treatment upgrades with Farnham Electric, for a maximum total fee of \$345,491."

#### **LIST OF ATTACHMENTS / EXHIBITS:**

- Farnham Electric Proposal
- Contract Documents