



## AGENDA ITEM MEMORANDUM

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DATE: 2/21/2025

TO: Public Works Committee

FROM: Jordan Skiff, Wastewater Superintendent

SUBJECT: Resolution 164-24-25 – Purchase & Installation of Laboratory Cabinets, Countertops and Related Equipment at the Wastewater Treatment Plant

### ISSUE

Should the Public Works Committee recommend approval of a contract with Wynn O. Jones & Associates (WJA) at a cost of \$81,809.68?

### STAFF RECOMMENDATION

Staff recommends approval.

### BACKGROUND/DISCUSSION

This contract is foundational to a wastewater lab upgrade budgeted for this year. Separate smaller contracts are being entered into for mechanical work, floor restoration, asbestos abatement, and plumbing, along with our staff completing electrical work, demolition and painting. All associated work is based on a simple floor plan and scope of work provided at no cost by WJA. WJA's contract is based on a state-let cooperative agreement, ensuring low prices and excellent workmanship and installation experience. Similarly, feedback from other Wisconsin wastewater plants completing similar jobs with WJA has been very positive.

This contract also has significant impact on an HVAC upgrade for our administration building, as both projects involve mechanical equipment, and both require setting up a temporary lab. The HVAC project is expected to be fully underway in June, and ideally the lab upgrade would be done immediately before or after that. Approving the WJA contract keeps the timeline intact.

### FUNDING IMPACT

Between preliminary costs anticipated in 2024 and the main construction planned for 2025, \$575,000 was included in the CIP for this project. Due in large part to a cost-effective quote from WJA and their assistance in outlining the scope of work for other disciplines, overall costs are now projected to be much lower than that.

### IF APPROVED, NEXT STEPS:

Assuming City Council approves the contract on March 3<sup>rd</sup>, a purchase order would be issued and WJA would order the cabinets, cupboards, and fume hood as laid out. During the 12-week lead time for this material, we would meet with all the disciplines to arrange for the set-up of a temporary lab and a game plan for the construction to come together. The lab upgrade is projected to be completed by this fall. An annual lab audit by the DNR is anticipated to be done later in the year.

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