

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: November 3, 2025

Topic:

Workshop Discussion Only – Approve a services agreement with Hydro Clear Services, LLC for a vac-truck services and regular maintenance of sewer components for a total annual amount not-to-exceed \$160,000 (CSB No. 2025-19), approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchase. This expenditure is included in the Fiscal Year 2025-2026 budget.

Background:

The City has had a contract for vac-truck services and regular maintenance of sewer components since 2019 to provide as needed services for city-owned lift stations and treatment plants. The current contract with Source Point Solutions, LLC expires on December 31, 2025, with no additional renewal options remaining. To ensure continued service, staff initiated procurement for a new services agreement.

To obtain the most favorable pricing and in accordance with the City’s Procurement Policy, sealed bids were solicited for vac-truck services, with information available by request to the City. A total of five (5) vendors requested the specifications, and the City received two (2) bids, and after a thorough review it was determined that Hydro Clear Services, LLC was the lowest responsible bidder. The table below shows a breakdown of the total submitted pricing.

Description	Bid Price	Estimated Annual Cost
Cost per Gall for Vactor Services – Normal Business Hours	\$0.60/gallon	\$125,000
Cost per Gallon for Vactor Services – Outside Normal Business Hours	\$0.60/gallon	\$10,000
Minimum Service Charge (less than 1,250 gallons)	\$1,400	\$5,000
Large Vactor Services (per Cubic Yard)	\$210/cubic yard	\$20,000
Estimated Annual Contract: \$160,000		

The submitted bid meets all the requirements in the defined scope of work and City staff recommends awarding a services agreement to Hydro Clear Services, LLC for a total annual contract amount not-to-exceed \$160,000.

Origination: Project Management

Recommendation:

Staff recommends approving a services agreement with Hydro Clear Services, LLC for a vac-truck services and regular maintenance of sewer components for a total annual amount not-to-exceed \$160,000.

Party(ies) responsible for placing this item on agenda: Meagan Mageo, Project Manager

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: _____ No: _____ If yes, specify Account Number: #600-614-6207

If no, funds will be transferred from account # _____ To account # _____

Signed	<u>Meagan Mageo</u>	Approved by	_____
	Staff Member		City Manager
	Date		Date