

CITY OF COOS BAY CITY COUNCIL
Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
February 2, 2016	

TO: Mayor Shoji and City Councilors

FROM: Jennifer Wirsing, Wastewater Project Engineer

THROUGH: Rodger Craddock, City Manager *RLC*
Jim Hossley, Public Works Director *JH*

ISSUE: After the Fact Emergency Sewer Repair for the Force Main that Serves Pump Station 21

BACKGROUND:

On the morning of Thursday, January 21, 2016 the CH2M OMI collection crew observed sewerage at the surface just outside of the Pump Station 21 located along Ross Inlet Road, adjacent to the Sause Brothers' property. After further investigation, it was determined that the force main that serves this pump station had a break in it. Staff contacted Benny Hempstead Excavating Inc. who mobilized that morning and repaired the break. Because the cost of the work is less than \$25,000, the City Council would not typically be required to approve. However, as this was an emergency, standards procurement rules were not followed, thus the Council must approve an emergency contract.

For the city to expedite the repair, the city's contract rules, Resolution 08-02, does allow for a contracting method that is different than the normal approach. For projects under \$50,000, Section 11, (a) of the contracting rules applies and is provided below:

Section 11. Emergency Contracts.

(a) Emergency Contracts Under \$50,000. The Board may let public contracts without competitive procurement if an emergency exists. For the purposes of this rule, an emergency consists of circumstances creating an unforeseen and substantial risk of loss or damage to property, a significant interruption of governmental services or a threat to public health or safety which requires prompt execution of a contract to remedy the condition.

(1) The Director may declare an emergency, which shall authorize the City to enter into an emergency contract with a price under \$50,000. The Director must make written findings describing the emergency conditions necessitating prompt execution of the contract.

(2) Any contract awarded under this exemption shall be awarded within 60 days following declaration of the emergency unless an extension is granted by the Board.

In accordance with (a) (1) above, the findings describing the emergency conditions necessitating the prompt execution of the contract are as follows:

Failures in the force main caused a Sanitary Sewer Overflow (SSO). While this overflow was contained, if the force main was not repaired, sewer would have ultimately entered into the bay. This has the potential to affect public health. To ensure no further damages occur and to protect public health, a portion of the force main that serves Pump Station 21 had to be repaired as soon as possible.

The repair was \$3,773.52; however, due to the emergency nature of the situation, Staff was unable to obtain three phone quotes per the City's Public Contracting Rules. Therefore, council must approve the non-standard procurement that was utilized to repair the force main.

ADVANTAGES:

Approving the non-standard procurement through the City's emergency procurement process allowed the City to meet the time constraints in place that require repairs be made as soon as possible. The timely repair minimized further damage and protected public health.

DISADVANTAGES:

Staff sees no disadvantages.

BUDGET IMPLICATIONS:

Due to the emergency nature of the project and the ability of the contractor to mobilize the same morning the SSO was observed, it was determined to contract with Benny Hempstead Excavating Inc., on a time and material basis. Staff was on site at all times to observe and direct work. The total repair was \$3,773.52. The source of funds for this contract is the Wastewater Expenditures Fund, Collection Systems/Sanitary Department, and Wastewater Emergency Repairs (29-810-530-3010).

ACTION REQUESTED:

If it pleases the Council, approve the procurement method used for the emergency sewer repair for the Force Main that Serves Pump Station 21 for an amount not to exceed \$3,773.52 pursuant to the Emergency Contract rules found in Section 11 of the City of Coos Bay's Contracting Rules.