

Action: Approved | Denied | Other
 Date Action Taken: March 8, 2021
 Verified By: [Signature]
 Clerk's Note: Velock absent

**City of Wasilla
 Action Memorandum No. 21-15**

Contract Award To TECPRO In The Amount Of \$64,156 For The Spruce Avenue Well House Upgrade Project.

Originator: Public Works Director
 Date: 2/22/2021

Agenda of: 3/8/2021

Route to:	Department Head	Signature	Date
X	Public Works Director	[Signature]	2/25/21
X	Finance Director	[Signature]	2/25/21
X	Deputy Administrator	[Signature]	2/24/21
X	City Clerk	[Signature]	2/26/21
X	Mayor	[Signature]	2/25/21

Fiscal Impact: yes or no

Funds Available: yes \$64,156

Account name/number: Spruce Ave Water Tank/Well Upgrade/320-4369-436.45-63

Attachments: Capital Improvement Program Detail Sheet (1 page)
 TECPRO Proposal (2 pages)
 Purchase Order No. 23248 (1 page)

Summary Statement: This Action Memorandum is presented in accordance with Wasilla Municipal Code 5.08.070, Approval of Contracts subsection C, as an emergency procurement initiated by the Mayor through Purchase Order No. 23248. The City's main water supply at Spruce Avenue had its well pump fail on February 12, 2021. The City started a project last year to address the aging technology at this facility with the engineering having reached a 95 percent design level for a new well pump, control system, and electrical service.

Using this design, the administration proceeded with ordering the well pump and control panel the following week while plans near completion for the bidding process to install the new equipment. The 100-hp well pump was ordered through the Mayor's purchasing authority, not to exceed \$30,000. The new well pump was ordered through Alaska Pump & Supply in the amount of \$25,617. This Action Memorandum provides continued authorization for the order of the TECPRO Control system in the amount of \$64,156 that is referenced in Purchase Order No. 23248. Ordering these components ahead of time allows for the materials to arrive when the bidding process is complete, and the work can begin immediately.

In the meantime, a temporary pump is operating the Spruce Avenue well at one-third capacity, and other parts of the system have been adjusted to equalize the water supply.

Staff Recommendation: Approve the Action Memorandum.

City Of Wasilla
Capital Improvement Project Detail
Fiscal Year 2020
Through Fiscal Year 2023

Project Title:

Project Number:

(Assigned By Finance Department)

Project Description:

Department/Div.:

Ranking:

(Assigned By Administration)

Project Narrative:

This project is proposed to upgrade the well control system for the Spruce Ave well and reservoir facility.



Impact on Operating Budget:

None

Project Cost Summary

Expenditure Category:

	Prior Budget	Project Expenditures To Date	Project Balance	Additions				Total CIP Cost
				Fiscal YR 2020	Fiscal YR 2021	Fiscal YR 2022	Fiscal YR 2023	
Administration/OH	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land	-	-	-	-	-	-	-	-
Design Services	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment	50,000	-	50,000	95,000	-	-	-	145,000
Other Services	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-
Totals	\$ 50,000	\$ -	\$ 50,000	\$ 95,000	\$ -	\$ -	\$ -	\$ 145,000

Funding Source Summary

Funding Sources:

	Prior Budget	Project Revenue To Date	Project Balance	Additions				Total CIP Funding
				Fiscal YR 2020	Fiscal YR 2021	Fiscal YR 2022	Fiscal YR 2023	
Local:								
Operating Transfers								
Water Fund	\$ 50,000	\$ -	\$ 50,000	\$ 95,000	\$ -	\$ -	\$ -	\$ 145,000
Totals	\$ 50,000	\$ -	\$ 50,000	\$ 95,000	\$ -	\$ -	\$ -	\$ 145,000

Cost Beyond 5-Year

Program:



wes@tecpro.com
816 Whitney Rd
Anchorage, Alaska 99501
Voice: 907.348.1800
Fax: 855.348.1830

Bringing Technology to Life...

City of Wasilla Spruce Avenue Wellhouse Upgrades

A Technical Modification Proposal For

HDL Engineering Consultants, LLC

For:

Lyon Kopsack

HDL Engineering Consultants, LLC

202 West Elmwood Ave.

Palmer, AK 99645

Phone: 907-707-5316

E-mail: lkopsack@hdlalaska.com

Proposal Summary

Lyon,

We are pleased to provide this proposal for the City of Wasilla Spruce Avenue Wellhouse Upgrades project, controls and automation per the 35% plans. Included in this proposal is the following:

- Automation Control Panel per drawings E5.0 to E5.5 in the 35% plans. This includes the following:
 - UL508A Control Panel
 - UL508A UPS Panel
 - Samsara IG41 with associated hardware and 5 year cloud license
 - Shop Drawings
 - Submittals
 - Factory Acceptance Test (FAT)
 - Final O&M
- Programming of the PLC, HMI, and Samsara SCADA per specification and plans Functional Narrative
- Functional Check Out (FCO) and Owner Training

This proposal does not include the following:

- Instrumentation procurement, installation, calibration, and testing

Controls complete per plans and specification, no exceptions.

Automation Control Panel:	\$40,929.35
Programming:	\$14,137.50
FCO and Training:	\$ 9,090.00
Instrumentation:	By others or in separate cover

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Total: \$64,156.85

Thank You,

Kenny Eichler, P.E.
Control Systems Engineer

PURCHASE ORDER

CITY OF WASILLA *Spence Ave.*

290 E. HERNING AVE.
WASILLA, AK 99654

DEPARTMENT *PW-Water*

ACCOUNT # *320 436 9436 45 63*

VENDOR #

1018

DATE

2-16-2021

P.O. No.

23248

Please show this P.O. # on all correspondence & packages

TEC PRO LTD
816 E WHITNEY ROAD
ANCHORAGE, AK 99501

BILL TO

SHIP TO

CITY OF WASILLA

290 E. Herning Avenue

Wasilla, AK 99654

DELIVERY DATE		SHIP VIA	F.O.B.	TERMS OF PAYMENT	PARTIAL SHIPMENT	
		<i>—</i>	<i>DEST</i>	<i>Net 30</i>	<input type="checkbox"/> ALLOWED	<input type="checkbox"/> NOT ALLOWED
ITEM	QTY	DESCRIPTION			PRICE	AMOUNT
<i>0001</i>	<i>01</i>	<i>Automation Control Panel, programming, FCO + training per attached proposal & NMC 5.08.15D Emergency procurement.</i>			<i>—</i>	<i>\$64,156⁸⁵</i>

320 436 9436 45 63
162 2-16-21

AUTHORIZED BY *Glenda P. Pogoda 2/16/21*
RECEIVED BY _____

SUB-TOTAL _____

SHIPPING & HANDLING _____

TOTAL *\$64,156⁸⁵*