

City of Westmorland

REPORT TO City Council

MEETING DATE: February 5, 2025

FROM: Laura Fischer, Manager

SUBJECT: Authorize staff to prepare and submit a Request for Proposals for Various Manhole Repairs with Funding from Wastewater Fund.

ISSUE:

Shall the City Council Authorize staff to prepare and submit a Request for Proposals for Various Manhole Repairs with Funding from Wastewater Fund.

GENERAL MANAGER'S RECOMMENDATION:

It is recommended that the City Council Authorize staff to prepare and submit a Request for Proposals for Various Manhole Repairs with Funding from Wastewater Fund

FISCAL IMPACT: Once the bids have been received staff will return to Council with the requested amount to be expended on the manhole repairs from the Wastewater Fund. Staff anticipates the amount to be less than \$150,000.

DISCUSSION:

As you know, the City has recently experienced a manhole failure that resulted in a sinkhole and urgent repairs at the wastewater plant. There are several other manholes that may follow.

Staff would like Council to authorize the inclusion of a manhole replacement project in the 2024-25 capital improvement project list for the sewer fund. Project will include:

- Inspection of all manholes in the city
- List of all manholes with details of maintenance / repairs needed / prioritize repairs
- Preparation and submittal of construction Request for Proposal
- Bidding the Project
- Award of Contract
- Construction Management

Staff will prepare the RFP to hire a company to prepare the project as described above.

CONCLUSION:

Staff recommends that the Council Authorize staff to prepare and submit a Request for Proposals for Various Manhole Repairs with Funding from Wastewater Fund
Respectfully Submitted,

Laura Fischer,
Manager