

MEMORANDUM



To: Abigail Jenkins, Contract Negotiator
From: Jeff Goodwin, Deputy Director, Utilities
Date: May 11, 2018
Subject: Request for Proposal for Odor and Corrosion Control Services (Task 20162471)

Please accept this memorandum as request to initiate an RFP for comprehensive odor and corrosion control services for the Utilities Department's wastewater collections and treatment systems.

As outlined in the attached scope of services, the Utilities Department has need for odor and corrosion control services throughout their wastewater system and desires a comprehensive service approach to address the entire system.

A cost estimate for the term agreement time frame is provided:

Location:	Account Number:	Object Code: 552000 Operating Supplies	Object Code: 544000 Rents & Leases	Object Code: 534000 Other Contractual Services	Total:	Requisition Number / Term Agreement IFAS encumbrance
Southwest Plant	401.0010101	\$160,000	\$28,000		\$188,000	Task 20162471
Southeast Plant	401.0010102			\$33,480	\$33,480	Task 20162471
North Plant	401.0010103		\$50,760		\$50,760	Task 20162471
Lift Stations	401.0010300		\$975,000	\$1,738,500	\$2,713,500	Task 20162471
Total 2018 Estimated Expenditures		\$160,000	1,053,760.00	\$1,771,980.	\$2,985,740	

Thank you for your assistance, please do not hesitate to contact me at ext. 5235 should you require additional information or clarification.

CC email only: C. Mike Gore, Director, Utilities
Heather Dilldine, Financial Services Manager
Michelle Balais, Senior Fiscal Services Manager, Utilities
Chuck Froman, WW Plant Superintendent, Utilities
Nick Wagner, Utilities Superintendent, Utilities

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