



CITY OF SAN MATEO

City Hall
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Agenda Report

Agenda Number: 15

Section Name: {{section.name}}

Account Number: 72-4671

File ID: {{item.tracking_number}}

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Public Works Department
MEETING DATE: March 20, 2023

SUBJECT:
Purchase of Replacement Digester Sludge Transfer Pumps – Change Order

RECOMMENDATION:

Approve Contract Change Order No. 1 to the purchase contract with Shape Inc. for the purchase of replacement digester sludge transfer pumps in an amount not to exceed \$8,992.16 for a total contract amount of \$105,717.16; and authorize the Public Works Director to execute the contract change order in substantially the form presented.

BACKGROUND:

The City's Wastewater Treatment Plant (WWTP) is an aging facility. The digesters have four existing pumps that are no longer supported by the manufacturer. The pumps are required to move sludge between the two digesters and transferred to the WWTP's centrifuges for dewatering, hauling and disposal. Pump failure and the ability to source spare parts are a risk to anaerobic digestion operations. The units require replacement with a newer model that is supported by the manufacturer, which will in turn reduce risks and future maintenance costs.

A purchase contract with Shape Inc. was executed on November 28, 2022 for \$96,725 to purchase four new pumps for the Transfer Pumps Improvements Project. After executing the purchase contract, Shape Inc. informed City staff that sales taxes were not included in the approved cost proposal, thus this change is necessary to finalize the purchase contract and procure the equipment. Staff recommends approving a contract change order to add \$8,992.16 onto Shape Inc.'s existing \$96,725 contract, increasing it to a total amount of \$105,717.16.

BUDGET IMPACT:

Funding is budgeted for this equipment in the Wastewater Treatment Plant operating budget.

ENVIRONMENTAL DETERMINATION:

This Council action is categorically exempt from CEQA as an "existing facility," because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use. (CEQA Guidelines Section 15301.)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Contract Change Order No. 1

STAFF CONTACT

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