



Memo

File #: 388-22

Agenda Date: 8/2/2022

TO: Mayor and City Council

FROM: James V. Capparelli, City Manager

SUBJECT:

Professional Services Agreement for the 2022 Pre-Treatment Program Assistance to Baxter & Woodman Inc. in the amount of \$110,000.00

BACKGROUND:

The City's NPDES (discharge) permits for the Westside, Eastside, and Aux Sable Wastewater Plants include special conditions that require the City of Joliet to comply with USEPA Pre-treatment Standards.

Since the inception of the program the City has relied on consultants to assist the Plant Operations staff with various tasks best suited for a specialized engineer. The day-to-day management of the program is handled with City staff. For the last eight years the City has contracted Baxter & Woodman Inc. to help with these tasks. Baxter & Woodman Inc. has an entire department dedicated to pretreatment, which allows them to be on the forefront of the regulation. The Public Service Committee reviewed this memo at the July 18, 2022, meeting and recommended for approval by Full Council.

CONCLUSION:

Baxter & Woodman Inc. has provided a proposal in an amount not-to-exceed \$110,000.00, which represents the cost to assist with implementing the Enforcement Response Plan, updating user permits, and providing general assistance on an as needed basis.

Section 2-438 of the City of Joliet Code of Ordinance states that purchases over twenty-five thousand dollars (\$25,000.00) may be awarded without written specifications under certain circumstances. Two of these circumstances apply:

- (f) Purchases when authorized by a concurring vote of two-thirds (2/3) of the Mayor and City Council;
- (g) Purchases of professional services.

Funds will be charged to the Water & Sewer Operations Fund / Plant Ops Administration / Professional Services (Org 50080310, Object 523300, \$110,000.00).

RECOMMENDATION:

Based on the above, the Administration recommends that the Mayor and City Council approve the Professional Services Agreement for Pre-treatment program assistance, in an amount not to exceed

\$110,000.00, on behalf of Baxter & Woodman Inc.