



City of Keene
New Hampshire

**FINANCE, ORGANIZATION
AND PERSONNEL COMMITTEE
AGENDA
Council Chambers B
August 30, 2018
6:30 PM**

Mitchell H. Greenwald
Carl B. Jacobs
Terry M. Clark
Thomas F. Powers
Bettina A. Chadbourne

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1. Pressure Reducing Valve Replacement at the Water Treatment Facility - Public Works Department
 2. Mixers at the Wastewater Treatment Plant - Public Works Department

MORE TIME ITEMS:

- A. Councilor Manwaring - License Fees for Events Requiring Staff Protocols

Non Public Session
Adjournment



City of Keene, N.H.
Transmittal Form

August 9, 2018

TO: Finance, Organization and Personnel Committee

FROM: Aaron Costa, Operations Manager, Donna Hanscom, Assistant Director of Public Works

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 1.

SUBJECT: Pressure Reducing Valve Replacement at the Water Treatment Facility - Public Works
Department

RECOMMENDATION:

Move the Finance, Organization, and Personnel committee recommend that the the the City's purchasing requirements be waived and the City Manager be authorized to do all things necessary to purchase a Pressure Reducing Valve (PRV) and strainer from CLA-VAL for an amount not to exceed \$25,274.

BACKGROUND:

The Water Treatment Facility (WTF) is equipped with a pressure reducing valve (PRV) that was installed in 1993 and is original to the plant. The PRV works in conjunction with the hydro turbine system which was installed in 2011 and handles water that does not pass through the turbines. Operational issues have been occurring because the volume of water flowing through the PRV is much smaller than its original design.

In 2016, staff contracted with Hoyle, Tanner and Associates Inc. (HTA) to review the Water Treatment Facility hydraulic flow rates and pressures at the existing PRV. HTA was selected to perform this work because they had completed similar work for the City of Westfield, Massachusetts to size its PRV's to function properly with its turbine power generating system.

HTA reviewed various design options for the City including replacing the existing PRV with a different style valve that has a larger operating range or replacing the existing PRV with two different sized valves. After evaluating the options HTA recommends installing a 12 inch CLA-VAL Reduced Port Combination Pressure Reducing and Surge Control Valve with strainer. The total cost for the valve and strainer shall not exceed \$25,274.

The PRV project was budgeted in the FY19 CIP program at total cost of \$86,058, but because this is a direct replacement, City staff will be able to perform the installation. It's estimated the City will save approximately \$57,000 on this project. In addition, CLA-VAL is offering a risk free trial and is willing to delay invoicing for 90 days to allow the City to install and test the valve. If it does not function as proposed CLA-VAL will pay the shipping cost to have the valve returned.

Staff recommends sole sourcing this equipment based on the consultant recommendation for this specific valve.

Going out for bid will require specific specifications that will be written around the CLA-VAL specifications is not in compliance with the City purchasing regulation and CLA-VAL is offering a 90 day risk free trial.

Section 2-1336. Waiver of Requirements allows the City Council on recommendation from the City Manager to waive the purchasing requirements when deemed inadvisable to solicit bids because of a single source of supply or because of the need of standardization of the materials, supplies, equipment or services of for other stated reasons.

City staff recommends that the Finance, Organization, and Personnel committee recommends the City Council waive the City's purchasing requirements and authorize the City Manager to do all things necessary to sole source and purchase a Pressure Reducing Valve (PRV) and strainer from CLA-VAL for an amount not to exceed \$25,274.00. Funding for this equipment was approved through the FY19 CIP program.



City of Keene, N.H.
Transmittal Form

August 10, 2018

TO: Finance, Organization and Personnel Committee

FROM: Aaron Costa, Operations Manager, Donna Hanscom, Assistant Director of Public Works

THROUGH: Jeff Titus, Purchasing Agent, Kurt Blomquist, P.E., Public Works Director

ITEM: 2.

SUBJECT: Mixers at the Wastewater Treatment Plant - Public Works Department

RECOMMENDATION:

The Finance, Organization, and Personnel committee recommends the City Council authorize the City Manager to do all things necessary to purchase two Anco Mixers from Enviropax, Inc. for an amount not to exceed \$42,925.00.

BACKGROUND:

The Wastewater Treatment Plant (WWTP) is a conventional activated sludge treatment facility and treats wastewater using microorganisms. This biological process occurs in the aeration basin. The aeration basin is a rectangular tank that holds a total 1.6 million gallons of wastewater and is divided into eight individual cells. Each cell has specific biological conditions and four of these cells require mixing.

The two mixers due to be replaced are equipped with 30hp motors and are used to maximize biological phosphorus removal. These mixers are 33 years old, are not energy efficient and parts are no longer available. In addition, the mixer motors require an annual oil change that uses 43 gallons of special turbine oil that costs a total of \$665.00.

The Anco mixers have a 3hp motor and will save approximately \$3600 per year in electrical costs and only use 4.5 gallons of oil per year, saving approximately \$500 in oil. The Wastewater Treatment Plant is currently equipped with two Anco mixers and replacing the remaining two with Anco mixers would result in all four aeration basin mixers being the same make and model. Enviropax Inc. is the manufacturer of Anco mixers and therefore the only provider. The purchase of the mixers will be through Enviropax's northern New England sales representative, David F. Sullivan & Assoc., Inc.

Section 2-1336. Waiver of Requirements allows the City Council, on recommendation from the City Manager, to waive the purchasing requirements when deemed inadvisable to solicit bids because of a single source of supply or because of the need of standardization of the materials, supplies, equipment or services of for other stated reasons.

City staff recommends that the Finance, Organization, and Personnel committee recommends the City Council authorize the City Manager to do all things necessary to sole source and purchase two Anco mixers for an amount not to exceed \$42,925.00. Funding for this equipment was approved through the FY17 CIP program.