

Memorandum

REPORT TO: City Commission

FROM: Jon Kercher, WRF Assistant Superintendent
Tom Radcliffe, Water Reclamation Facility Superintendent
John Alston, Utilities Director

SUBJECT: Authorize the City Manager to Sign a Professional Services Agreement with Montana Boiler Service, Inc.

MEETING DATE: October 17, 2023

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the City Manager to Sign a Professional Services Agreement with Montana Boiler Service, Inc.

STRATEGIC PLAN: 6.1 Clean Water Supplies: Ensure adequate supplies of clean water for today and tomorrow.

BACKGROUND:

The Water Reclamation Facility has a large fire-tube boiler that was unexpectedly found to be in need of repairs and are hoping to get repair work completed before winter (as these boilers provide heat for our processes and facilities.)

We do have planned funds in O&M to cover these costs.

Staff sought quotes from 5 vendors in multiple states and the lowest is Montana Boiler Services in Billings @ \$26,750.

UNRESOLVED ISSUES: None

ALTERNATIVES:

As directed by Commission.

FISCAL EFFECTS:

One redundant unit on site is currently in use but must burn Natural Gas to provide heat for processes and facilities. The repair of boiler #1 will allow the utilization of bio-gas generated on site rather than flare it all off.

Attachments:

[PSA for WRF Boiler #1 Retube.pdf](#)

[Exhibit A MBSProposal.pdf](#)

Report compiled on: October 5, 2023