

**TOWN OF PRESCOTT VALLEY  
REQUEST FOR COUNCIL ACTION  
Date: December 8, 2011**

**SUBJECT:** Purchase of Filter Media for Process Equipment at the Wastewater Treatment Plant

**SUBMITTING DEPARTMENT:** Utilities Department

**PREPARED BY:** Mark Kieren Utilities Operation Manager, for  
Neil Wadsworth, Utilities Director

**AGENDA LOCATION:** Comments/Communications , Consent , Work/Study ,  
New Business , Public Hearing , Second Reading

**ATTACHMENTS:** a.) Aqua Aerobic Systems, Inc. - Quote

**SUMMARY BACKGROUND:** As part of our periodic maintenance at the WWTP, we are required to renew process components to ensure compliance. This purchase is for the replacement of required filter fabric associated with our tertiary process, the Cloth Disc filters. This is a 'Sole Source' purchase through the original equipment manufacturer.

**OPTIONS ANALYSIS:** The Council may vote to:

- 1.) Approve the Purchase, **OR**
- 2.) Not approve the Purchase, **AND/OR**
- 3.) Direct staff to pursue other options.

**ACTION OPTION:** Motion to approve the purchase. **VOTE.**

**RECOMMENDATION:** Staff recommends approval of this purchase from Aqua Aerobic Systems, Inc. in the amount of \$27,997.38 as requested for the required filter media needed to maintain proper function of the wastewater treatment plant.

**FISCAL ANALYSIS:** The budget for this purchase and proposed cost is shown in the table below:

Wastewater Treatment Plant		
Machinery & Equipment : Plant Equipment		501-7010-700-7414
FISCAL YR 2011/2012	Budget:	\$50,000.00
	Expended/Encumbered:	\$0.00
	This Purchase:	<u><u>-\$27,997.38</u></u> <this action
	Remaining Balance	\$22,002.62
		FISCAL YR 2011/2012

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**REVIEWED BY:**

Management Services Director \_\_\_\_\_

Town Clerk \_\_\_\_\_

Town Attorney \_\_\_\_\_

Town Manager \_\_\_\_\_

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**COUNCIL ACTION:**

Approved    Denied    Tabled/Deferred    Assigned to \_\_\_\_\_