



DATE: April 13, 2021

CATEGORY: Consent

DEPT.: Public Works

TITLE: **Amend Engineering Services
Contract with Telstar Instruments,
Inc.**

RECOMMENDATION

Authorize the City Manager to amend the on-call electrical and mechanical engineering services contract with Telstar Instruments, Inc., for utility and landfill control system services, increasing compensation by \$30,000, for a total contract not-to-exceed amount of \$245,000.

BACKGROUND

The City contracts with Telstar Instruments, Inc. (Telstar), to perform complex control system programming, troubleshooting, and repairs for the electrical and mechanical equipment for the Landfill Postclosure Operation as well as utility pump stations. Telstar has been a long-term service provider for the City and has extensive knowledge of the City's equipment.

On December 1, 2020, the City amended an existing contract with Telstar to fund unanticipated upgrades and replacement of system components for mostly utility and minor landfill operation needs for a total contract amount of \$215,000. The increase in December was based on anticipated maintenance costs through the end of Fiscal Year 2020-21.

In early 2021, the landfill flare station began experiencing trouble with a compressor causing water intrusion into the air lines which damaged the flare's positioners and louvers. The unanticipated failure cost \$35,000 to troubleshoot and make the needed repairs by Telstar. In addition, a new flow meter for the leachate system was installed at a cost of \$13,500. To date, the funding allocated for Telstar services for landfill operations has been exhausted, and funds are needed for preventative maintenance through the end of June 2021.

ANALYSIS

Staff has evaluated the anticipated workload for the remainder of Fiscal Year 2020-21 and recommends increasing funding for Telstar services for landfill support by \$30,000. The anticipated workload includes electrical and mechanical engineering services for the landfill gas system. Telstar will also provide consulting and technical services for electrical systems, instrumentation and controls, and emergency assistance. This work is required to allow system operators to monitor and control systems for proper operation.

FISCAL IMPACT

Funding for the proposed increase of \$30,000 to the Telstar contract is available in the existing operating budget from the Solid Waste Fund. With the amendment, the total contract not-to-exceed amount will be \$245,000.

ALTERNATIVES

1. Reduce the amount of the contract amendment.
2. Provide other direction to staff.

PUBLIC NOTICING – Agenda posting.

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