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MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Mike Navarre, Mayor
THRU: Valentina Sustaita, Purchasing & Contracting Director *V. Sustaita*
FROM: for Jack Maryott, Solid Waste Director *J. Maryott*
DATE: May 22, 2017
SUBJECT: Request for Waiver of Formal Bidding – Water Monitoring Program Contract

This memo is to request a waiver of formal bidding procedures, per KPB Code 5.28.300.

The KPB is currently in the 5th year of the water monitoring program contract. A need exists to extend this contract in order to allow for the updating of two Quality Assurance Project Plans (QAPPs), which are integral to defining the scope of work to be conducted by the water monitoring program contractor. Once the QAPPs are completed, the KPB can proceed to a competitive bid in the Spring 2018.

The reason why competitive bidding is not recommended at this time is that the uncertainty in the scope would likely increase the cost of the contract.

Your approval is hereby requested. Funding for this project is in account numbers 290.32122.43015 (\$52,020); 290.32310.43015 (\$23,460); 290.32150.43015 (\$2,652); 290.32570.43015 (\$16,932); 411.25110 (\$85,068); Total = \$180,132 (pending FY18 budget approval; FY17 budget amount + 2% estimated CPI).

Mike Navarre

Mike Navarre, Mayor

5/23/17

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No: 290.32122.43015 (\$52,020); 290.32310.43015 (\$23,460); 290.32150.43015 (\$2,652); 290.32570.43015 (\$16,932); 411.25110 (\$85,068) – Total = \$180,132 (pending FY18 budget approval; FY17 budget amount + 2% estimated CPI)	
Amount	<u>\$180,132</u>
By: <i>PP</i> <i>BNA</i>	Date: <u>5/22/17</u>