




TO: Michael Ilczyszyn, City Manager
Crystal Feast, Interim Financial Services Director
Wanda Roop, Procurement Manager

FROM: Jeff Pearson, Utilities Director 

DATE: October 21, 2024

SUBJECT: Siemens Industry, Inc. Sole Source Request

Background:

The Southwest Water Reclamation Facility (WRF) currently has two generator buildings with a total of six generators and the Everest WRF has one generator building with a total of three generators. Each building has a custom electric switchgear built by Russelectric which transfers 480v line power safely to 480v backup generator power. The panels, control wiring, and programming are proprietary and were custom designed/built. Both WRF's are requiring switchgear maintenance that can only be performed by Russelectric.

Recommendation:

The Water Reclamation Division recommends a sole source purchase order be issued in the not to exceed total amount of \$99,000.00 be issued to Russelectric to perform the necessary generator switchgear maintenance at both WRF's.

Funding Availability:

Funds have been budgeted and are available for fiscal year 2025 in Tyler Operating Account #400-36016-531399-36-70-535030-000-000, Other Professional services for both the Everest and Southwest WRF.

JP/ap: (Siemens Industry, Inc. Sole Source Request)

C: Jeff Walter, Water Reclamation Manager
Matt Astorino, Chief Operator
Rob Tracy, Chief Operator