

COUNCIL ACTION FORM

**SUBJECT: CHANGE DUE DATE FOR WATER POLLUTION CONTROL FACILITY
DIGESTER IMPROVEMENTS**

BACKGROUND:

On July 22, 2014, Council approved preliminary specifications for the WPC Facility Digester Improvements Project and issued a Notice to Bidders. The original resolution set August 26, 2014, as the bid due date and September 9, 2014, as the public hearing and contract award.

Staff later realized that the due date was the same date as the scheduled Council meeting on August 26, 2014. A Public Improvement project needs to be taken to Council for Report of Bids and/or Contract Award at the next scheduled Council meeting date. Having the bid due on the same day as the scheduled Council meeting would make that impossible.

ALTERNATIVES:

1. Change the bid due date to 3:00 p.m. on August 27, 2014.
2. Do not change the bid due date.

MANAGER'S RECOMMENDED ACTION:

Bids cannot be due on the same day as a City Council meeting. This date change allows for bids to be due one day later, yet retains the September 9 date for the public hearing and award of contract.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby changing the bid due date to 3:00 p.m. on August 27, 2014.