



## Memorandum

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**To:** The Honorable  
Board of Directors

**From:** Terry Daniel, Deputy Chief Operating Officer, Water and Field Services

**CC:** Sonya Collins, Chief Procurement Officer

**Date:** March 20, 2025

**RE:** Contract No. 2401547, Water Treatment and Distribution System  
Assessments and Optimization Support Services

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Under the provisions of the Task Order Engineering (TOES) Contract, staff are committed to notifying the Board of any tasks that exceed \$500,000.00. We are writing to inform you that Task No. T2-40, Water Treatment and Distribution System Assessments and Optimization Support Services, contract will exceed this amount. Task No. T2-40 has been invoiced for \$499,495.64 to date. There is an amendment to this contract intended to increase the contract amount by \$190,000.00 and bring the total to \$690,000.00. The current Final Completion date for this task is February 7, 2026. This amendment amount is within the CEO's general approval authority under GLWA's procurement policy.

### Background

Originally the scope of work for Task T2-40 was to provide appropriate expertise to address a range of tasks related to enhancing water treatment processes for total organic carbon (TOC) removal, minimizing disinfection by-product (DBP) formation, and improving overall water quality at each water treatment plant monitoring activities beyond those required by regulation. The Task was initiated in April 2024 to perform historical data analyses of all water quality parameters recorded for Water Works Park Water Treatment Plant, provide pilot and applied research support, identify optimized treatment methods for TOC removal and provide technical support to GLWA research team. GLWA staff now recommend extending the scope of these services to complete the identified tasks and expand these efforts to all treatment plants operated by GLWA.

### Justification

This task is being completed with the services of staff that are extremely familiar with the work and GLWA. This extension will enable the team to conclude all necessary tasks

identified in the project and allow the team to transition monitoring and optimizing efforts to GLWA internal Research Group. This extension represents the best value to GLWA in terms of cost effectiveness and quality of service provided. It is also expected that the project will not exceed the original date of completion.