Memo: Recommendation to use Emergency Procurement authority for Ellsworth Meter Facility

To: Public Works Committee, and City Council

From: Dale Tech, Public Works Director
Stacey Titus, Assistant Public Works Director

Background: At approximately 5:30am on the 14th of August, 2022, a building flood alarm signal was received from the SCADA system for the Ellsworth Meter Facility building. Staff arrived at the location at approximately 6am and discovered damage to the facility that required service through the meter facility be stopped immediately, effectively terminating water service to EAFB.

Initial investigation indicated that a catastrophic pipe break occurred under the facility, undermining the foundation and flooding the building, causing significant structural damage.

Ellsworth Air Force Base (EAFB) was contacted about the incident and advised that water service through the metering facility could not be restored quickly. City staff contacted the City of Box Elder to enact measures to provide some water service to EAFB through a Box Elder connection.

City staff contacted RCS Construction, Inc. and requested they stabilize the meter building and construct a water main bypass around the facility, in order to restore water service to EAFB. RCS was able to complete the stabilization and install the water main bypass, allowing water service to be restored to EAFB on August 22nd.

Recommendation: Because of the emergency nature of the pipeline failure and the criticality of restoring water service to EAFB, staff recommends approval of a resolution authorizing the use of the Emergency Procurement authority as allowed by SDCL 5-18A-9 to pay RCS Construction, Inc. for work performed to stabilize the meter building and to restore water service for EAFB.

A purchasing agency may make or authorize others to make an emergency procurement without advertising the procurement if rentals are not practicable and there exists a threat to public health, welfare, or safety or for other urgent and compelling reasons. Failure to abide by the bid provisions of this chapter and chapters 5-18B, 5-18C, and 5-18D in a timely manner is not an emergency. An emergency procurement shall be made with such competition as is practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file.