



Staff Report

TO: Honorable Mayor and Members of the City Council
FROM: Thaxton Van Belle, Director of Water Reclamation
BY: Sunshine Sanchez, Management Analyst
DATE: May 5, 2026
SUBJECT: Approve a Purchase Order Increase for the Variable Frequency Drive (VFD) Program

Description: Request for authorization to utilize additional funds within the existing Capital Improvement Project (CIP ISFWW-02) to expand the Variable Frequency Drive (VFD) Program.

Background and Analysis:

On June 21, 2022, City Council approved the Capital Improvement Project ISFWW-02 in the amount of \$250,000, which included the purchase of Variable Frequency Drives (VFDs). This program was established to allow the City to replace failing units and maintain a limited inventory of spares, thereby reducing the risk of extended downtime, costly rental equipment, and potential service disruptions.

On August 26, 2022, City Council approved the purchase of VFD units from the City's contracted SCADA integration and controls engineer, SKM Engineering, in an amount not to exceed \$53,000.

Since that time, staff have continued coordination with SKM Engineering to further evaluate system requirements, including compatibility across multiple lift stations, equipment availability, and updated pricing. Through this detailed assessment, staff has identified additional critical VFD units necessary to adequately support system operations and improve overall reliability.

To ensure adequate spare inventory, minimize operational risk, and maintain system reliability, additional funding is needed to continue the VFD program at an appropriate level.

The original approved amount for SKM Engineering was not to exceed \$53,000. The requested increase brings the total amount to \$70,495. Staff request authorization to

utilize an additional \$17,495. from the existing CIP ISFWW-02 budget to cover the purchase of additional VFD units, associated tax, and freight.

Fiscal Impact:

The funds will be allocated from within the approved CIP ISFWW-02 budget.

The estimated cost to prepare this report is \$250.

Recommended Action:

Approve a Purchase Order increase in the amount of \$17,495 to SKM Engineering for the purchase of additional Variable Frequency Drive units under CIP ISFWW-02.

Attachments:

- A. Purchase Order Change Form