

# memo

## City of Battle Creek

To: Chris Huff, Purchasing Agent  
From: Kurt Tribbett, Engineering Administrator  
CC: Chris Dopp, DPW Director  
Richard Beardslee, Wastewater Superintendent  
Perry Hart, Utility Administrator  
Date: 8/21/2015  
Re: RFP on Water Engineering

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Comments: The City of Battle Creek Water Division produces an average of ten million gallons of water per day for the city and adjacent municipalities at the Verona Well Field. The city also maintains approximately 300 miles of water mains, 5 water towers and three booster stations. To maintain the quality, production, capital and efficiency of this system while meeting regulatory requirements the Water Department utilizes the services of specialized consulting engineers.

On July 15, Requests For Proposals for Water Engineering were received by the Purchasing Department. The Selection Committee of Perry Hart, Rich Beardslee, and I have reviewed the proposals and wish to select Jones & Henry for the Water System and development of Water Rates. Jones and Henry has had a long history with the city and surrounding municipalities in developing both water and sanitary system and have proven to be a responsive and exceptional firm.

Cost for these engineering services shall be from the following Business Unit:

5887 Water System – Jones and Henry Engineers, Ltd.