TO: Board of Selectmen

FROM: Justin Sultzbach, Town Manager

DATE: June 27th, 2022

RE: Water-Sewer Operations RFP Update

As an update, the RFP for Water Services for the Ashburnham-Winchendon Joint Water Authority has been released, with proposals due on July 21st. (A copy of this RFP is included in the packet). Interviews of interested firms will be held in late July, with an award anticipated for early August. The contract itself would begin on October 1, 2022 and would run for a five year term.

Separately, we have authorized a firm to develop the RFP for Wastewater Services. As previously discussed this expense would be paid using ARPA funds. We expect this document to be complete and released for this July, with responses due by the end of August. As expressed in previous meetings, the existing contract is set to expire for the end of the fiscal year – creating the need for a short term extension. A copy of this proposed extension is available in your packet.

Recommended Motion: I motion to authorize the Town Manager to enter into an extension with our existing Wastewater Plant operator, not to exceed 6 moths, with the intent of allowing adequate time to complete a comprehensive Request for Proposal process.