



Town of Windham
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MEMORANDUM

To : Town Council
From : Barry Tibbetts, Town Manager
Date : December 4, 2020
Re : North Windham Sewer District

Per our agreement with Portland Water District (PWD) on May 26, 2020, for exploring solutions for a North Windham Sewer District, we are at our next step in the process.

PWD along with staff developed an RFP for Engineering firms to submit qualifications and pricing for professional services to design a system using new technology appropriate for North Windham. After a thorough review and interviews the committee has selected and is recommending a firm with associated cost to deliver a cost-effective solution.

Per our agreement with PWD at this juncture the Council can stop this project or continue.

The not to exceed cost of \$961,000 to design, engineer, analyze all options, determine cost and implementation would be funded by PWD.

We would commit through our sewer user fee arrangement with PWD to repay in two different approaches.

- A. All initial design cost expenses would be rolled into an implementation bond, which would be paid with sewer user fees and TIF funding; or
- B. Should the Council decide not to continue after the design/analysis is completed we would repay the expenses incurred through the TIF.

Included with this agenda item is a memo of the process used by staff and PWD to select and price the project. A slide show of where we are now and next steps, along with our PWD agreement.

My recommendation would be to move into this next step to determine a long-term solution for Windham.