



**Contract and Award Letter  
Purchase Resolution – Exhibit “A”**

**TO:** Board of Contracts and Awards  
**FROM:** Ramiro A. Chavez, P.E. PgMP, Director, Environmental Services  
 Kurt Fremont, Division Manager, Environmental Services Business Operations  
**COPY:** City Council, City Manager, City Clerk, EIC Coordinator, LEAP Coordinator, and Stan Rowden II, Senior Buyer, Finance/Procurement  
**SUBJECT:** Black Bark for TAGRO Operations  
 Request for Bids Specification No. ES21-0491F, Contract No. CW2244648 – June 23, 2026 City Council  
**DATE:** May 21, 2026

Initial DS  
 CWC RALCP

**RECOMMENDATION SUMMARY:**

The Environmental Services Department (ES), Business Operations, requests approval to increase Contract No. CW2244648, with Puget Sound Wood Products Inc, Olympia, WA, by \$408,350, plus applicable taxes, budgeted from the ES Wastewater Fund 4300, for black bark used in the creation of TAGRO soil amendment products on an as-needed basis. This increase will bring the contract to a projected total of \$2,170,000, plus applicable taxes.

**STRATEGIC POLICY PRIORITY:**

- Assure outstanding stewardship of the natural and built environment.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

The soil amendment products manufactured by TAGRO provide the opportunity for the City to recycle 100 percent of all the biosolids produced by residents and businesses.

**BACKGROUND:**

TAGRO products are an organic, manufactured soil amendments consisting of a combination of dewatered biosolids, sand, sawdust and black bark. These products are available for residents and non-residents to purchase for use on lawns, landscaping gardens and some pasturelands. TAGRO generates approximate \$600,000 annually.

ISSUE: Black bark is a necessary component in the creation of TAGRO products at the City’s Central Wastewater Treatment Plant.

ALTERNATIVES: An alternative would be to not increase this contract and either go back out to bid or research a substitute raw material for black bark. In the meantime, the production of TAGRO would stop and the biosolids from the Central Wastewater Treatment Plant would need to be disposed of at a landfill which would have a significant financial and environmental impact.

**COMPETITIVE SOLICITATION:**

Request for Bids (RFB) Specification No. ES21-0491 was opened on June 8, 2021. Four (4) companies were invited to bid in addition to normal advertising of the project. One (1) submittal was received.

CONTRACT HISTORY: This contract was originally awarded to Puget Sound Wood Products Inc as a result of (RFB) Specification No. ES21-0491F in June 2021 in the amount of \$312,330 for an initial one-year term with the option to renew for four additional one-year terms. Amendment



No. 1 extended the contract through August 18, 2023, and increased the contract value by \$187,670, to \$500,000. Amendment No. 2 extended the contract through August 18, 2024, and increased the contract value by \$200,000, to \$700,000. Amendment No. 3 increased the contract value by \$236,990, to \$936,990. Amendment No. 4 extended the contract through August 18, 2025, and increased the contract value by \$624,660, to \$1,561,650. Amendment No. 5, dated August 18, 2025, extended the contract through August 18, 2026, and increased the contract value by \$200,000, to a total not-to-exceed (NTE) amount of \$1,761,650.

**SUSTAINABILITY:** The organic soil amendment products manufactured by TAGRO consist of a combination of dewatered biosolids from the Central Wastewater Treatment Plant, sand, sawdust and black bark. By manufacturing these products, the City is able to recycle 100 percent of all the biosolids produced by the City’s residents and local businesses. This program keeps thousands of tons of biosolids out of local landfills annually.

**EQUITY IN CONTRACTING (EIC) COMPLIANCE:** Not applicable - Supply purchase - EIC Regulations are not yet established.

**LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE:** Not applicable.

**FISCAL IMPACT:**

**EXPENDITURES:**

FUND NUMBER & FUND NAME	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
ES Wastewater Fund 4300	527000	5241000	\$408,350
<b>TOTAL</b>			<b>Up to \$408,350</b>

**REVENUES:**

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
ES Wastewater Fund 4300	527000	Various	(\$408,350)
<b>TOTAL</b>			<b>Up to (\$408,350)</b>

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET:** \$408,350

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED?** Yes.

**IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.** N/A