



September 12, 2023

Mayor Chuck Fewell  
Board of Public Works and Safety  
10 South State Street  
Greenfield, IN 46140

Re: Request for Proposal – Equipment for New WWTP Laboratory

Mayor and Board Members,

In an effort to save some overhead cost, we have planned to purchase the equipment needed for the new WWTP separately from the project and paid for with funds from the Utility. The installation of this equipment is already accounted for in the construction contract. These items would be eligible for possible SRF reimbursement at the completion of the construction if funds are available as long as we complete our normal RFP process.

At this time, I am requesting the Board's permission to seek proposals for the supply of equipment for the new lab at the WWTP. A copy of the RFP and a list of the needed items has been included for your review. Please let me know if you have any questions or need any additional information.

Best Regards,

A handwritten signature in blue ink, appearing to read "N. Dezelan".

Nicholas Dezelan, CHMM, ASP  
Wastewater Utility Manager

**Wastewater Utility**  
809 South State Street: Greenfield, Indiana 46140  
[wwtp@greenfieldin.org](mailto:wwtp@greenfieldin.org)  
Phone 317-477-4360 Fax 317-477-4361