
COUNCIL ACTION: Approved on 9/13/2016

DATE: Tuesday, September 13, 2016

REFERENCE NO.: **P-11933

LOG NAME: 13P16-0371 HACH MAINTENANCE MJR WATER

SUBJECT:

Authorize Sole Source Purchase Agreement with Hach Company for a Total Amount Up to \$431,000.00 for the First Year for OEM Hach Laboratory Supplies, Replacement Parts, and Maintenance for the Water Department (ALL COUNCIL DISTRICTS)

RECOMMENDATION:

It is recommended that the City Council authorize a Sole Source Purchase Agreement with Hach Company for a total amount up to \$431,000.00 for the first year for Original Equipment Manufacturer Hach laboratory supplies, replacement parts, and maintenance for the Water Department.

DISCUSSION:

The Water Department will use this Agreement to purchase Original Equipment Manufacturer (OEM) Hach laboratory supplies, replacement parts, and maintenance service on turbidimeters and other instrumental measuring equipment located at water treatment plants at various locations throughout the City.

Hach Company (Hach) is the documented Sole Source provider for OEM Hach laboratory supplies, replacement parts, and maintenance service. The Water Department approved Hach's Terms and Conditions.

The Agreement included detailed specifications describing the OEM Hach laboratory supplies, replacement parts, and maintenance service requirements at the various water treatment plants. No guarantees were made that a specific amount of required items or services would be purchased. Items will be ordered on an as-needed basis.

PRICE ANALYSIS - There is an overall increase of 18 percent in pricing compared to the previous Agreement awarded August 6, 2013 (M&C P-11563). The Federal Reserve Economic

Research for precision equipment repair and maintenance increased 22 percent from 2014 to 2016. Water Department staff reviewed the proposed pricing and certified that the prices offered are fair and reasonable.

ADMINISTRATIVE CHANGE ORDER - An administrative change order or increase may be made by the City Manager in the amount up to \$50,000.00 and does not require specific City Council approval as long as sufficient funds have been appropriated.

M/WBE OFFICE - A waiver of the goal for MBE/SBE subcontracting requirements was requested by the Purchasing Division and approved by the M/WBE Office, in accordance with the BDE Ordinance, because the M/WBE Waiver is solicited based on the Sole Source information provided to the M/WBE Office by the managing department's project manager.

AGREEMENT TERMS - Upon City Council approval, this Agreement shall begin on September 14, 2016 and end on September 13, 2017.

RENEWAL OPTIONS - This Agreement may be renewed for up to four successive one-year terms at the City's option. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

FISCAL INFORMATION / CERTIFICATION:

The approval of this action provides purchasing authority up to \$431,000.00, as specified. The Director of Finance certifies that funds are available in the current operating budget, as appropriated, of the Water and Sewer Fund and that prior to an expenditure being made, the Water Department has the responsibility to validate the availability of funds.

BQN\

FUND IDENTIFIERS (FIDs):

TO

Fund	Department ID	Account	Project ID	Program Activity	Budget Year	Reference # (Chartfield 2)	Amount
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FROM

Fund	Account	Program Activity	Amount
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**Department
ID**

**Project
ID**

**Budget
Year**

**Reference #
(Chartfield 2)**

CERTIFICATIONS:

Submitted for City Manager's Office by: _____

Originating Department Head: _____

Additional Information Contact: _____

Jay Chapa (5804)

Aaron Bovos (8517)

Jack Dale (8357)

Jane Rogers (8385)

ATTACHMENTS

1. 16-0371 MWBE Waiver.pdf (CFW Internal)
2. Hach 1295 Form.pdf (Public)
3. Hach EPLS 16.pdf (CFW Internal)
4. Hach SS 16.pdf (CFW Internal)
5. WATER-16-00356137.pdf (CFW Internal)