

# Mayor and Council Communication

**DATE:** 06/22/21

**M&C FILE NUMBER:** M&C 21-0455

**LOG NAME:** 6013PAMEND 16-0371 HACH COMPANY

**SUBJECT**

(ALL) Authorize Execution of Amendment No. 1 to City Secretary Contract 54632 to Increase the Annual Amount by \$100,000.00 for a New Annual Amount of \$581,000.00 for Original Equipment Manufacturer (OEM) Hach Laboratory Supplies, Replacement Parts and Maintenance Under the Sole Source Agreement with Hach Company for the Water Department

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**RECOMMENDATION:**

It is recommended that the City Council authorize execution of Amendment No. 1 to City Secretary 54632 to increase the annual amount by \$100,000.00 for a new annual amount of \$581,000.00 for Original Equipment Manufacturer (OEM) Hach laboratory supplies, replacement parts and maintenance under the Sole Source Agreement with Hach Company for the Water Department.

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**DISCUSSION:**

On September 13, 2016, the City Council approved Mayor and Council Communication (M&C) P-11933, authorizing a sole source agreement with Hach Company for an annual amount up to \$431,000.00 for Original Equipment Manufacturer (OEM) Hach Laboratory Supplies, Replacement Parts and Maintenance on turbidimeters and other instrumental measuring equipment for the Water Department. The City Council also authorized an administrative change order in the amount of \$50,000 as approved by the City Manager. On or about May 9, 2021, the Water Department instigated the change order increasing the annual amount by \$50,000 which this amendment, if approved will ratify in writing.

In 2021, the Water Department determined that additional funding is needed due to increases in the number of parts and services needed. An increase to the agreement will continue the Water Department's ability to preserve and protect the public health and/or safety of the City of Fort Worth's residents.

Staff recommends amending the sole source agreement to add an additional \$100,000.00 for the Water Department for a new annual amount of \$581,000.00. As this sole source agreement is in its last renewal period, there is no option to renew.

Hach Company is the documented sole source for Original Equipment Manufacturer (OEM) Hach Laboratory Supplies, Replacement Parts and Maintenance.

M/WBE OFFICE - Hach Company is the documented sole source vendor for these supplies, replacement parts and maintenance. A waiver of the goal for MBE/SBE subcontracting requirements was requested by the Department and approved by the Business Equity Division, in accordance with the BDE Ordinance, because the MBE/SBE is based on the sole-source information provided to the Business Equity Division by the managing Department's project manager.

This project is located in all districts.

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are available in the 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.

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