



City Council Report

Date: December 4, 2017
To: City Council
Through: Mike Kennington, Chief Financial Officer
From: Edward Quedens, MPA, C.P.M., CPPO, Business Services Director
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator
Subject: One-Year Term Contract for Analytical Equipment Components and Related Supplies for the Water Resources Department **(Sole Source) (Citywide)**

Purpose and Recommendation

Council is requested to approve the term Contract for Analytical Equipment Components and Related Supplies as recommended.

The Water Resources Department and Purchasing recommend authorizing the term contract to the sole source vendor, Instrumentation and Controls LLC at \$70,000.00, based on estimated requirements.

Background / Discussion

The City currently owns and operates Endress+Hauser analytical equipment at the City's water and wastewater plants. The equipment works together using digital communication technology, Memosens, which is proprietary technology developed and exclusively owned by Endress+Hauser.

This contract will provide Endress+Hauser analytical equipment for the maintenance and calibration services on the City's existing equipment. No other products can be used without replacing the entire system and its linking software which is not cost effective.

Endress+Hauser appointed Instrumentation and Controls LLC as their exclusive and sole representative in Arizona and strategic portions of New Mexico.

Alternatives

Council may choose not to authorize the purchase.

Fiscal Impact

The annual amount is available in the Water Resources Department operating budget through the Enterprise Fund – Water and Wastewater Sub Fund.

Coordinated With

Water Resources and Purchasing

PURCHASING INFORMATION

Action: Initial Award
Procurement Type: Sole Source
Contract Number: 2018066
Contract Term: One year

AWARD RECOMMENDATION
Instrumentation and Controls LLC
Chandler, AZ

Description
<p>Analytical Equipment Components including Sensors, Probes, Cables, Other Components and Related Supplies, and Maintenance and Calibration Services on existing Endress+Hauser Equipment for the City's Water and Wastewater Plants per Contract No. 2018066</p> <p>Annual Contract Amount: <u>\$70,000.00</u></p>