



# City Council Report

**Date:** March 4, 2019  
**To:** City Council  
**Through:** Michael Kennington, Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** Three-Year Term Contract with Two Years of Renewal Options for Turblex Blower Maintenance and Repairs for the Water Resources Department (Funded by Wastewater Operations and Maintenance budget and Greenfield WRP Joint Venture) **(Citywide)**

## Recommendation

Council is requested to approve the award as recommended.

A committee representing the Water Resources Department and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to qualified and single proposal from Howden Roots, LLC at \$250,000 annually with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

## Background / Discussion

This contract will provide for the inspections, maintenance and repairs on the Turblex blowers at Greenfield Water Reclamation Plant (GWRP) and Northwest Water Reclamation Plant (NWWRP) from a Turblex factory repair facility. Only factory parts are authorized for the Turblex blowers repairs to maintain the safety and product warranty.

Howden Roots, LLC is the manufacturer and has no authorized distributors or resellers for its services, equipment and parts.

Realizing this a limited source area, the City issued a Request for Proposal to establish a contract with favorable terms and conditions for the City.

The City received two proposals, of which, BVC Systems LLC, was deemed as non-responsive. The evaluation committee evaluated the single response from Howden based on the evaluation criteria in the solicitation to determine responsiveness. The City has been doing business with Howden for more than ten years and is satisfied with the vendor's customers service, technical support, equipment and parts. This contract will provide firm, fixed pricing for three years. Water Resources confirmed that the pricing offered by Howden to be fair and reasonable. The evaluation committee unanimously agreed on the recommendation to award a contract to Howden Roots, LLC.

## **Purchase Information**

Action: Award

Procurement Type: Request for Proposals

Contract Number: 2019078

Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Initial Contract Term: Three years

Possible Renewals: Up to a maximum of two years, renewals subject to Administrative review and approval

Funding Source: Water Resources Department operating budget (Wastewater Operations and Maintenance) and Enterprise Fund - Greenfield WRP Joint Venture (for GWRP)

## **Proposal Responses**

Howden Roots LLC - Springfield, MO

### Non-Responsive Bid:

BVC Systems LLC - Springfield, MO

- Did not submit all required proposal documents and they do not have the ability to procure Howden Roots parts and equipment.

### No Bid Response received from:

Midstate Energy - Phoenix, AZ

MiscoWater - Tempe, AZ