



# City Council Report

**Date:** April 15, 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 APG-Neuros Turbo Blower Parts and Services for the Water Resources Department **(Single Response) (Funded by Wastewater Operations and Maintenance budget and Utility Replacement Extension and Renewal Fund) (Citywide)**

## Recommendation

Council is requested to approve the award as recommended.

A committee representing the Water Resources Department and Purchasing evaluated the single response received. The evaluation committee recommends awarding the contract to the qualified, single proposal from APGN, Inc. dba APG-Neuros, at \$150,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

## Background / Discussion

This contract will provide an authorized APG-Neuros blower maintenance and repair firm to provide blower parts and service program for the Southeast Water Reclamation Plant (SEWRP). SEWRP has three, APG-Neuros blowers that were installed approximately 7 ½ years ago that are needing costly repairs to keep them in good running order. SEWRP personnel takes care of maintenance and minor repairs and will be able to get parts from APG-Neuros at a discount.

Realizing this is a limited source area, an RFP was issued to establish a contract with favorable terms and conditions to the City. On 2/6/2019, the City issued a Request for Proposal (RFP) to registered and non-registered firms. APG-Neuros (APG) was the only response received on 2/27/2019. APG uses a direct sell and service model instead of authorized distributors or resellers.

The evaluation committee was not able to perform a comparative analysis since only one response was received. The proposal was evaluated in accordance with the City's established policies and procedures. The evaluation committee determined APG to be responsive to the requirements of the RFP.

By awarding this contract to APG the City's pricing will be firm for at least three years. Water Resources has confirmed that the pricing offered by APG is fair and reasonable.

## **Purchase Information**

Action: Award

Procurement Type: Request for Proposals

Contract Number: 2019137

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 Utility Replacement Extension and Renewal Fund

## **Single Response**

APGN, Inc. dba APG-Neuros - Blainville, QC Canada