



City Council Report

Date: February 26, 2018
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Three-Year Term Contract for Hach Bench Service and Replacement Equipment and Supplies for the Water Resources Department **(Sole Source) (Citywide)**

Recommendation

Council is requested to approve the award as recommended.

The Water Resources Department and Purchasing recommend awarding the contract to the sole source vendor, Hach Company; Year 1 at \$250,000.00; Year 2 at \$150,000.00; Year 3 at \$160,000.00; based on estimated usage.

Background / Discussion

This contract will provide for purchases of bench service agreements, replacement equipment, and supplies from Hach Company.

The Water Resources Department utilizes Hach equipment throughout their Water Treatment Plants, Water Reclamation Plants and Wastewater Collections. Hach equipment includes Hach, Great Lakes Instruments, American Sigma, Radiometer-Analytical, Lachat, Marsh-McBimey, Orbisphere, OptiQuat, Astro, OTT & Polymetron.

Hach's factory-trained service personnel are the only people authorized to perform any repair, start-up, service or maintenance on their instruments. Hach does not recognize or authorize any other service organization to perform repairs or calibrations on their equipment. Unauthorized repairs or use of non-Hach supplied parts will result in voiding the instrument's warranty.

Purchase Information

Action: Award
Procurement Type: Sole Source
Contract Number: 2018139
Local Consideration: Policy did not apply to this procurement method
Protests Received: None
Initial Contract Term: Three years
Possible Renewals: Two years, subject to Administrative review and renewal
Funding Source: The purchase is funded in the Water Resources Department operating budget