

AGENDA



Thursday, January 27, 2011

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**

Item No. 25

Subject: Authorize award and execution of a 36-month requirements supply agreement with HACH COMPANY, Loveland, CO., for the purchase of specialized water quality testing equipment, supplies and chemicals for the Austin Water Utility in an amount estimated not to exceed \$240,000 with three 12-month extension options in an estimated amount not to exceed \$80,000 per extension option, for a total estimated contract amount not to exceed \$480,000.

Amount and Source of Funding: Funding in the amount of \$60,000 is available in the Fiscal Year 2010–2011 Operating Budget of the Austin Water Utility. Funding for the remaining 27 months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Steve Aden, Purchasing Manager, 974-2021

Purchasing Language: Low bid of two bids received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore no goals were established for this solicitation.

Boards and Commission Action: Recommended by the Water & Wastewater Commission.

This contract will provide for a readily available source of supply for HACH water quality testing equipment, supplies and chemicals from the HACH catalog. The supplies under this contract are for water quality monitoring items and analyzers that are used by the water treatment plants, Laboratory Divisions and Collection System Divisions. In the past, these items were purchased as necessary. It was deemed in the best interest of the City to establish a master agreement that includes the entire manufacturers catalog for the purchase of these operational supplies.

MBE/WBE solicited: 3/4

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. One hundred six notices were sent including three MBEs and four WBEs. Two bids were received, with no MBE or WBE firms responding. There were two “No Bid” responses.
- c. This is the first purchase of its type; therefore, there is no pricing history available.

APPROVAL JUSTIFICATION

- a. Lowest bid.
- b. The Purchasing Office concurs with the Austin Water Utility's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.