



CITY OF TARPON SPRINGS, FL

Procurement Services

324 East Pine Street
P.O. Box 5004
Tarpon Springs, Florida 34688-5004
(727) 942-5615
Fax (727) 937-1766

MEMORANDUM

TO: Honorable Mayor and Board of Commissioners
THRU: Jay Jackus, CPPO, CPPB, Procurement Division Director 
FROM: Rhonda Simmons, CPM, CPPO, CPPB, Procurement Analyst 
DATE: 11/14/17
SUBJECT: Award File No. 180045-N-RS, Single Source Purchase of EIM Electric Actuators, Parts and Service

RECOMMENDATION:

Award File No. 180045-N-RS, Single Source Purchase of EIM Electric Actuators, Parts and Service to Southeast Industrial Sales Company (SISCO), in the estimated annual amount of \$75,000.00, for the period November 14, 2017 through November 13, 2018 for the Wastewater Treatment Plant and RO Water Plant. Purchase Orders will only be issued against approved budgets.

BACKGROUND:

The City currently has fifty-five (55) EIM actuators in service at the RO Water Plant and Wastewater Treatment Plant. In order to maintain a minimum number of repair parts and inventory, staff has standardized to these actuators (see attached memo). Both facilities have identified additional projects during this fiscal year to improve overall treatment operations. Southeast Industrial Sales Company is the sole authorized representative for the municipal market within the State of Florida (see attached letter). Items are ordered on an as-needed basis.

FUNDING: RO Plant 402-4305-536-4600/5200/6300;
Treatment Plant 402-4603-536-4600/5200/6300

Accepted by: _____
City Manager

Attest: _____
City Clerk



Paul Smith
Public Services Director

Public Services Department

Memorandum

Date: November 3, 2017

To: Jay Jackus, Procurement Services Director

Through: Paul Smith, Public Services Director *PS*

From: Ray Page, Utilities Superintendent

Subject: Authorize to purchase contract parts and services from Southeast Industrial Sales Company (SISCO) – Electronic Actuators for Water and Wastewater Treatment Operations

Recommendation

Authorize to purchase contract parts and services for electronic actuators for the RO water treatment facility and wastewater treatment facility through Southeast Industrial Sales Company (SISCO) in the amount of \$75,000.00.

Background

Southeast Industrial Sales Company (SISCO) is the sole source for EIM actuators adaptors currently used at the Water and Sewer Facilities for process flow control and instrumentation. For example, a total of EIM 55 actuators are already utilized for potable well operations to treated water discharge (reclaimed water service).

Both Facilities have identified projects during this Fiscal Year that will improve overall treatment operations. Inability to obtain those items may have an adverse effect on the operations of each facility, potentially resulting in lack of compliance with Federal and State requirements.

Funding

RO Facility and Treatment Plant Repairs & Maintenance Accounts #402-4305-536-46.00 and #402-4603-536-46.00

RO Facility and Treatment Plant Operating Supplies Accounts #402-4305-536-52.00 and #402-4603-536-52.00

RO Facility and Treatment Plant Improvements O/T Buildings Accounts #402-4305-536-63.00 and #402-4603-536-63.00



Emerson Process Management
Valve Automation
19200 Northwest Freeway
Houston, TX – 77065
T (281) 477 4100
F (281) 477 2801

Date: November 4, 2016

Subject: Sole Source Representation

To Whom It May Concern,

Southeast Industrial Sales Co. located in Jacksonville, FL. is the sole authorized representative for EIM electric motor actuators, parts & service for the municipal water and wastewater markets in Florida and the Bahamas. They have the capacity to supply a full complement of spare parts and factory trained and authorized field service technicians. Please contact Sisco for all your EIM needs.

Toll -free number: (888) 664-8438

North Florida Office
4801 Executive Park Court
Suite 210
Jacksonville, FL 32216
Tel: (904) 389-7077
Fax: (904) 389-5729
email:siscojax@siscosales.com

Central Florida Office
5385 Gateway Blvd.
Suite 17-18
Lakeland, FL 33811
Tel: (863) 937-1042
Fax: (863)-937 10461
email:sicolakeland@siscosales.com

South Florida Office
12230 Forest Hill Blvd.
Suite 110Z
Wellington, FL 33414
Tel: (561) 795-4676
Fax: (561) 795-4682
email:siscowpb@siscosales.com

Regards,

Josh Crawford
Regional Sales Manager
EIM Actuators
Emerson Process Management
Valve Automation
Tel: 225-202-7304

CC: Southeast Industrial Sales Co.

