





CITY OF TARPON SPRINGS, FL

Procurement Services

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MEMORANDUM

TO: Honorable Mayor and Board of Commissioners
THRU: Jay Jackus, CPPO, CPPB, Procurement Services Director 
FROM: Rhonda Simmons, CPM, CPPO, CPPB, Procurement Analyst 
DATE: 10/02/18
SUBJECT: Award File No. 190006-N-RS, Single Source Purchase of Hach Equipment

RECOMMENDATION:

Award File No. 190006-N-RS, Single Source Purchase of Hach Equipment, to Hach Company for the period of October 19, 2018 to October 18, 2019 in an amount not to exceed \$50,000.00 for the RO Plant and Wastewater Treatment Plant. Purchase Orders will only be issued against approved budgets.

BACKGROUND:

The purpose of this contract is to purchase Hach equipment, including but not limited to, SC200 Digital Instrument Controllers, various reagents for the Hach SL1000 Water Quality Meters, NTU Meters, pH probes and DO Transmitter Balls as well as service and maintenance on their equipment (see attached memo).

FUNDING: 402-4305-536-4600/5200 Water Treatment Plant
402-4603-536-4600/5200 Sewage Treatment Plant

Accepted by: _____
City Manager

Attest: _____
City Clerk



Public Services Department

Paul Smith
Public Services Director

Memorandum

Date: September 12, 2018
To: Jay Jackus, Procurement Services Director
Through: Paul Smith, Public Services Director *PS*
From: Ray Page, Utilities Superintendent
Hillary Weber, Water Division Manager

Subject: Authorize a Single Source Purchase for HACH Equipment, Service and Maintenance

Recommendation

Authorize a Single Source contract be issued to HACH Company in the amount of \$50,000 for the period of October 19, 2018 to October 18, 2019. Purchases will include supplies, equipment, and maintenance services for the RO Facility and Wastewater operations.

Background

HACH is the sole source provider for several analytical equipment items at the Water and Sewer Facilities. These components and supplies are used for measuring water quality parameters in laboratory analysis, distribution sample measurements, and online instrumentation.

During the past year, additional Hach equipment has been purchased, and this equipment will need to be regularly serviced by Hach in order to maintain efficient production. These purchases are vital to the operations for each facility and for continued monitoring and 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