

CITY OF BETHLEHEM
INTER-DEPARTMENTAL CORRESPONDENCE

SUBJECT: Request for Approval by City Council of Contract Award or Contract Price Increase Pursuant to City Ordinance, Article 121.05 (a)

Project or Contract Reference: Sanitary Sewer Flow Monitoring Data Delivery Services

TO: City Council, all members, and Council Solicitor

FROM: Edward J. Boscola, PE, Director of Water and Sewer Resources

DATE: May 20, 2015

On behalf of the Administration, pursuant to City Ordinances, Article 121.05, I request City Council's approval of the following recommendation of the referenced contract award or price increase.

- Check Type of Contract or Change:

 The contract is for over \$50,000 and required to be bid under the Third Class City Code. We have advertised the above referenced project and received qualified bids. We recommend award of the contract to the bidder identified and for the reasons stated below.

 The recommendation is for a price increase of 10% or more for an existing contract over \$50,000 that was previously bid and awarded under the Third Class City Code.

 ✓ The contract is for the engagement of professional services. We have been using Hach Company for the last three years for flow monitoring of key locations throughout our sanitary sewer system. We recommend award of the contract to Hach Company

- Is the contract appropriation or price increase included in this year's budget? ✓ yes no

2015 Sewer Fund Operating Budget

- Identify contract funding sources (general fund, grants, loans, etc.....):

Account #3002 - 42047 – Utility Maintenance – Sewer – Department Contracts

- The name and address of the recommended Professional Service Provider are:

Hach Company
Attn: Hach Flow, DDS Orders
5600 Lindbergh Drive
Loveland, CO 80538

- Term of contract or estimated completion date, subject to standard extensions:

The contract shall run for one year from the Notice to Proceed date.

- Description of project or scope of services to be provided:

For the past three (3) years Hach Company has been providing sanitary sewer flow monitoring services with five (5) flow meters located at key areas throughout the city. The meters provide continuous real time flow data. This flow information is essential for detecting wet weather inflow to the system. In addition, this information is used locate surcharges and identify pipe that may not have adequate capacity and should be planned for replacement. Hach installs and maintains the meters and guarantees us timely and accurate data.

- State the actual or estimated price to the City or the proposed Department budget allowance for the initial term; and state payment rate per unit of service if applicable:

\$32,220 per year

- Number of renewal term options and duration of each renewal, if any:

This contract has provisions to extend for two additional one year periods.

- Maximum dollar value of all renewals provided for beyond the original term as if all renewals were exercised:

\$96,660

- Reasons for recommendation of Administration and Council approval of contract:

The Hach Company has provided excellent service and data delivery for the past three (3) years. We intend to continue this service and by utilizing the currently installed meters, we will avoid the initial installation charges. Hach has agreed to keep existing pricing consistent for the duration of the contract.

Please approve this recommendation by passing the accompanying resolution. A vote of final approval is requested at the first City Council agenda listing of this matter.

By: 

Copies To: Mayor
Director of Administration
Director of Budget and Finance
Law Bureau
Purchasing Bureau
Controller

Attachment: proposed resolution

RESOLUTION NO. _____

Authorization for Contract or Amendment under Article 121.05(a)

BE IT RESOLVED by the Council of the City of Bethlehem that the Mayor and the Controller and/or such other City officials as deemed appropriate by the City Solicitor, are hereby authorized to execute a Contract or Amendment and such other agreements and documents as are deemed by the City Solicitor to be necessary and/or related thereto, with the following named contractor, for the uses and purposes indicated in the supporting Recommendation of Award of Bid or Contract dated May 20, 2015:

1. Name of Contractor: Hach Company
2. Project or Contract Reference:
Flow Monitoring Data Delivery Services

Sponsored by _____

ADOPTED by Council this _____ day of _____, 20__.

President of Council

ATTEST:

City Clerk