

CITY OF SANTA ROSA  
BOARD OF PUBLIC UTILITIES

TO: BOARD OF PUBLIC UTILITIES  
FROM: JOHN WALKER, WASTEWATER TREATMENT  
SUPERINTENDENT  
SUBJECT: APPROVAL – WAIVER OF COMPETITIVE BID AND ISSUANCE  
OF A BLANKET PURCHASE ORDER TO SNF POLYDYNE, INC.  
  
ACTION: MOTION

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RECOMMENDATION:

It is recommended by Santa Rosa Water that the Board of Public Utilities, by motion, approve a Waiver of Competitive Bid and issuance of a two-year Blanket Purchase Order for the supply and delivery of Clarifloc WE-1452 dewatering polymer for the Laguna Treatment Plant to SNF Polydyne, Inc., Riceboro, Georgia, in the amount not to exceed \$970,000.00.

EXECUTIVE SUMMARY:

The Water Department requires a supply of Clarifloc WE-1452 polymer to be delivered to the Laguna Treatment Plant at 4300 Llano Road, Santa Rosa, CA, for use in the biosolids dewatering process.

BACKGROUND:

Polymer is a chemical used in the wastewater treatment process at the Laguna Wastewater Treatment Plant. The polymer acts to remove water from digested biosolids, thickening the material and reducing its weight. This makes the biosolids easier to handle and reduces transportation costs to move the material to the City of Santa Rosa's (City) biosolids storage areas, to in-county agricultural land application sites, and to the out-of-county reuse site, Lystek at the Fairfield-Suisun Sewer District.

Request for Proposals (RFP) 14-50, completed in 2014, resulted in three proposals. Extensive testing was completed and SNF Polydyne, Inc. was determined to be the highest scored proposal and was awarded Agreement F000929 which expired on April 30, 2020.

On December 5, 2019, RFP 19-74 was posted by the Purchasing Department. SNF Polydyne, Inc. was the only firm that responded with a proposal.

On April 2, 2020, the Board of Public Utilities approved the issuance of BPO 161741 for a one (1) year term with four (4) one-year extension options. BPO 161741 expires on April 30, 2025, and there are no extension options remaining

#### PRIOR BOARD OF PUBLIC UTILITIES REVIEW

On April 2, 2020, the Board of Public Utilities, by motion, approved the issuance of BPO 161741 for a one (1) year term with four (4) one-year extension options.

#### ANALYSIS

The Water Department recommends that the Board approve a Waiver of Competitive Bid and issuance of a two-year Blanket Purchase Order for the supply and delivery of Clarifloc WE-1452 dewatering polymer based of the following justification.

1. **Proven Track Record of Reliable Delivery (10+ Years):** Over the past decade, SNF Polydyne, Inc. has consistently delivered Clarifloc WE-1452 on time and in the correct quantities, ensuring that the LTP sludge dewatering process operational needs have been met without disruption.
2. **Risk Mitigation:** This long history of reliability minimizes the risk of supply chain interruptions and operational downtime, which would be costly and difficult to mitigate if an alternative supplier were used. Transitioning to an alternative source could also introduce risks such as unproven product performance. These risks could result in additional costs, delays, and operational inefficiencies.
3. **Excellent Results and Performance:** Clarifloc WE-1452, a proprietary product of SNF Polydyne, Inc., has consistently delivered the desired performance outcomes in the dewatering process. Its effectiveness and compatibility have been thoroughly tested, leading to stable and predictable results, which have contributed to overall process efficiency and dewatered sludge quality. Switching to a new supplier or chemical would require extensive testing and could introduce uncertainty in the performance of the end product.
4. **Compatibility with Existing Processes:** Clarifloc WE-1452 is suited to our current production process. Over time, adjustments have been made to optimize the chemical's usage, and it is fully integrated into our system. Its compatibility ensures smooth operations, reduces potential downtime, and avoids the need for additional equipment.
5. **Competitive Pricing:** The pricing offered by SNF Polydyne, Inc. is competitive and favorable, reflecting not only the cost of the chemical itself but also the value derived from the long-standing partnership. SNF Polydyne, Inc., has agreed to hold the cost for two years.

Based on the consistent and reliable delivery, excellent product performance, compatibility with our established processes, and favorable pricing terms that represent the best value, while mitigating risks to operational efficiency and product quality, the Water Department recommends that the Board approve a Waiver of Competitive Bid

WAIVER OF COMPETITIVE BID AND ISSUANCE OF BLANKET PURCHASE ORDER,  
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and issuance of a two-year Blanket Purchase Order for the supply and delivery of Clarifloc WE-1452 dewatering polymer to SNF Polydyne, Inc. This proposed sole source procurement is allowed under Santa Rosa City Code section 3-44.080 ("Exceptions to Competitive Bidding"), subsection (c), given that SNF Polydyne, Inc. has demonstrated ability to meet specifications, quality considerations, and other valid considerations that justify sole source procurement.

Under the City's Code 3-08.110 (A), the waiver of competitive bidding and issuance of a BPO requires approval by the Board of Public Utilities.

FISCAL IMPACT

Funds for this expense are included in the Fiscal Year 2024-25 adopted operational budget 130802 under the Water Department. As a regular operating expenditure, the services, as described, are expected to be included in subsequent years' budget proposals when presented to the City Council.

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines Section 15378, the proposed action is not a "project" subject to the California Environmental Quality Act (CEQA) because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. In the alternative, the proposed action is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the project may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

ATTACHMENTS

Attachment 1 – Price Quote

PRESENTER

John Walker, Wastewater Treatment Superintendent