

CITY OF SANTA ROSA
BOARD OF PUBLIC UTILITIES

TO: BOARD OF PUBLIC UTILITIES

FROM: ROBERT C. WILSON, LABORATORY SUPERVISOR
WATER DEPARTMENT

SUBJECT: WAIVER OF COMPETITIVE PROCESS AND PURCHASE ORDER
AWARD - LAB EQUIPMENT FOR LAGUNA TREATMENT PLANT

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Water Department and the Contract Review Subcommittee that the Board of Public Utilities, by resolution, approve a waiver of competitive bid and issuance of a Purchase Order for lab equipment with Agilent Technologies, Inc. for a total amount not to exceed \$180,482.56.

EXECUTIVE SUMMARY

To meet Federal and State regulatory requirements, the Water Department must sample drinking water, influent and effluent wastewater for parameters established by Division of Drinking Water (DDW), the National Pollutant Discharge Elimination System (NPDES) Waste Discharge Requirements and the Environmental Protection Agency (EPA) requirements for the reuse of Biosolids. To meet these requirements the Laguna Environmental Laboratory (Laboratory) performs analyses on drinking water, wastewater, and solid waste streams for metals and nutrients via inductively coupled plasma mass spectrometry (ICP-MS). The ICP-MS is a sensitive instrument that requires replacement every 10-15 years to maintain accuracy. This purchase request would allow Santa Rosa Water to purchase a replacement ICP-MS from Agilent to continue to meet established DDW, NPDES, and EPA analytical requirements.

BACKGROUND

The Water Department's Laboratory provides testing services to meet established regulatory requirements for potable water, wastewater, and solid waste streams. As a function of those services the Laboratory has a need to invest in instrumentation that meets strict testing requirements as required by permit. The current Agilent ICP-MS is 14 years old and is beyond its typical service life. This proposed purchase would allow

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the Laboratory to continue its excellent service to the Water Department and provide reliable data of a known quality.

PRIOR BOARD OF PUBLIC UTILITIES REVIEW

None.

ANALYSIS

Agilent Technologies is a leader in designing and manufacturing ICP-MS instruments that have the capabilities needed to satisfy the Laguna Environmental Laboratory's accuracy and precision needs. Replacement of equipment from the same manufacturer will reduce the significant down time required to onboard unfamiliar equipment, including the time required to train staff with unfamiliar instruments and demonstrate capabilities of the instrument. Purchasing a new ICP-MS from Agilent will allow the Laboratory to continue to provide metals and nutrient analyses for potable water, wastewater, and solid waste in a cost effective manner with minimal downtime to complete staff demonstration of capability. In addition, Agilent Technologies will buy back to older instrument, providing a discount of \$87,640.90.

FISCAL IMPACT

Funding for this expense is included in the Water Department Fiscal Year 2021-22 adopted budget.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Existing Facilities, in that the project consists of the purchase of equipment to facilitate the operation of an existing public facility with negligible or no expansion of use to meet public health and safety standards. The project is also covered by the common sense exemption in CEQA Guidelines Section 15061(b)(3) because there is no possibility that the activity may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

The Board of Public Utilities Contract Review Subcommittee voted unanimously on August 16, 2021 to recommend full Board approval for the waiver of competitive bid and issuance of a purchase order for lab equipment with Agilent Technologies, Inc. for a total amount not to exceed \$180,482.56.

ATTACHMENTS

- Attachment 1 – Proposal
- Attachment 2 – Waiver of Competitive Bid

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CONTACT

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