

CITY OF SANTA ROSA
BOARD OF PUBLIC UTILITIES

TO: BOARD OF PUBLIC UTILITIES
FROM: BRANDALYN TRAMEL, PURCHASING AGENT, FINANCE DEPARTMENT
SUBJECT: APPROVAL OF AMENDMENT TO BLANKET PURCHASE ORDER 161741 – ONE-YEAR EXTENSION AND INCREASE COMPENSATION, SNF POLYDYNE, INC.
ACTION: MOTION

RECOMMENDATION:

It is recommended by the Water and Finance Departments that the Board of Public Utilities, by motion, approve a one-year extension, with a 6.1% increase to unit price, and increase compensation by \$440,000.00 to Blanket Purchase Order 161741 for the supply and delivery of Clarifloc WE-1452 dewatering polymer for the Laguna Treatment Plant to SNF Polydyne, Inc., Riceboro, Georgia, in the total amount not to exceed \$1,474,000.00.

EXECUTIVE SUMMARY:

The Water Department requires a supply of Clarifloc WE-1452 polymer to be delivered to the Laguna Treatment Plant. Blanket Purchase Order (BPO) 161741 was awarded for a one-year period with four one-year renewal options and is due to expire on April 30, 2023. This is the third extension request.

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, in-county agricultural land application sites, and the out-of-county reuse site.

On December 5, 2019, Request for Proposal 19-74 was posted on the City PlanetBids eProcurement bid portal. SNF Polydyne, Inc. was the only firm that responded with a proposal.

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On February 17, 2021, compensation in the amount of \$49,000.00 was added. A process upset caused foaming in the digesters and required more polymer to dewater the sludge effectively, creating the need for additional compensation.

See Agreement history below:

Date	Description	Amount	Authorization
April 2, 2020	Award of one-year Blanket Purchase Order with four (4) one-year extension options	\$260,000.00	Board of Public Utilities
February 17, 2021	Add compensation	\$49,000.00	Purchasing Agent
March 18, 2021	Extend one year with a 5.98% increase in unit cost and add compensation	\$295,000.00	Board of Public Utilities
April 21, 2022	Extend one year with a 35.25% increase in unit cost and add compensation	\$430,000.00	Board of Public Utilities
Pending	Extend one year with a 6.1% increase in unit cost and add compensation	\$440,000.00	Board of Public Utilities
Cumulative Contract Value		\$1,474,000.00	

PRIOR BOARD OF PUBLIC UTILITIES REVIEW

On April 2, 2020, the Board of Public Utilities approved a Blanket Purchase Order for one year with four (4) one-year extension options in the amount of \$260,000.00.

On March 18, 2021, the Board of Public Utilities approved a one-year extension and increase of compensation in the amount of \$295,000.00.

On April 21, 2022, the Board of Public Utilities approved a one-year extension and increase of compensation in the amount of \$430,000.00.

ANALYSIS

SNF Polydyne, Inc. has agreed to a one-year extension with a 6.1% increase in unit cost. The cost increase is based on the United States Bureau of Labor Statistics Producer Price Index (PPI) for Chemical and Allied Products (Series ID: WPU0613) from December 2021 to December 2022 showing a 28.9% increase.

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City staff has thoroughly analyzed the increase in unit pricing and has determined the extension proposal is fair, reasonable, and in the City's best interest to extend the current agreement.

Under City Code Section 3-08.110, the extension and increase of compensation to BPO 161741 requires approval by the Board of Public Utilities.

FISCAL IMPACT

Funds for this expense are included in the Water Department's Fiscal Year 2022-23 adopted operational budget. 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

This action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Sections 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

ATTACHMENTS

Not applicable

PRESENTERS

Christian Williams, Wastewater Treatment Superintendent, Cwilliams@srcity.org
Brandalyn Tramel, Purchasing Agent, btramel@srcity.org