



AGENDA REPORT

Meeting Date: April 19, 2016
Item Number: D-13
To: Honorable Mayor & City Council
From: Trish Rhay, Assistant Director of Public Works Services,
Infrastructure & Field Operations 
Caitlin Sims, Senior Management Analyst 

Subject: APPROVAL OF A CHANGE PURCHASE ORDER TO HARRINGTON PLASTICS FOR \$25,000, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$84,500 FOR THE PURCHASE OF MATERIALS FOR THE WATER TREATMENT PLANT.

Attachments: None.

RECOMMENDATION

Staff recommends that the City Council approve a change purchase order to Harrington Plastics for \$25,000, for a total not-to-exceed amount of \$84,500 for the purchase of materials for the Water Treatment Plant.

INTRODUCTION

The City's Reverse Osmosis Water Treatment Plant located at 345 Foothill Road treats water from four City wells to meet drinking water quality standards. The Water Treatment Plant is currently offline for rehabilitation work, to complete necessary maintenance repairs and operational upgrades. During the course of this rehabilitation project, Operations staff has identified other near-term opportunities to replace and upgrade additional tubing and pumps in the Water Treatment Plant.

DISCUSSION

In August 2015, the City sought quotes from three firms for the purchase of pumps and tubing for the Water Treatment Plant. The City received the lowest price quotation from Harrington Plastics. As a result, the City issued a purchase order with Harrington Plastics for \$49,500, authorized under the City Manager's authority.

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There will be some additional on-going maintenance and upgrades of pumps and tubing that should be completed in the near-future, which could be completed at this time, while rehabilitation work is already underway and the Plant is not operating. There is approximately \$25,000 of additional equipment that Operations staff has identified as near-term work. This additional work could be completed prior to the Plant's anticipated start date, in mid-May 2016. Completing the additional work at this time will not delay the anticipated operational date for the Plant and will minimize the time in which the Plant is not in operation in the future.

Staff is recommending that the City Council approve a change purchase order with Harrington Plastics for \$25,000, for a total not-to-exceed amount of \$84,500.

FISCAL IMPACT

Funds have been budgeted in this fiscal year and are available for this purpose.



George Chavez

Approved By