



## Board of Water Commissioners

CHRISTOPHER J. GARNER, General Manager

September 15, 2022

### Subject

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Adopt Specification WD-22-005 and authorize the General Manager to execute an agreement with Hach Company to provide maintenance and repair service for existing Hach equipment and upgrade existing online instrument on an as-needed basis in an amount not to exceed \$153,000 for a one-year period and to exercise the options to renew for two additional one-year periods, subject to a maximum increase of 10% for each renewal period.

### Executive Summary

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Bids for Specification WD-22-005 to provide maintenance and repair service for existing Hach equipment and to upgrade existing instrument on an as-needed basis were opened on August 25, 2022. One proposal from Hach Company was received and evaluated and it was deemed to conform to all specification requirements.

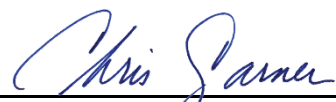
### Recommendation

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Adopt Specification WD-22-005 and authorize the General Manager to execute an agreement with Hach Company to provide maintenance and repair service for existing Hach equipment and upgrade existing online instrument on an as-needed basis in an amount not to exceed \$153,000 for a one-year period and to exercise the options to renew for two additional one-year periods, subject to a maximum increase of 10% for each renewal period.

**Fiscal Impact:** The total FY 23 cost of the contract to the Water Fund will not exceed \$153,000. These costs are included in the Water Fund FY 23 Budget and financial projections.

  
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Tai Tseng  
Assistant General Manager - Operations

  
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Christopher J. Garner  
General Manager

Attachment



## Maintenance and Repair Services for existing HACH equipment's WD-22-005

Rank	Vendor	Identification/ Certification	Cost
1	HACH Company	N/A	\$ 153,000
		Average Bid	\$ 153,000

DBE: Disadvantaged Business Enterprise	SBE: Small Business Enterprise
MBE: Minority Business Enterprise	VSBE: Veteran-owned Small Business Enterprise
MIC: Microbusiness	WBE: Women-owned Business Enterprise
OSB: California Office of Small Business	

The Notice Inviting Bids (NIB) document was made available from the Purchasing Division website at <https://www.longbeach.gov/finance/business-info/purchasing-division/>.

- 11 potential vendors were notified of this opportunity
- 4 prospective bidders downloaded the bid document

An NIB announcement was also included in the City's Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 0 local, minority-owned, and women-owned business groups. No LB vendors supply the items requested.

- 1 bid was received on August 25, 2022 (see above matrix)

### Local Business Outreach

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit bids for City contracts. The City's Purchasing Division also assists businesses with registering on the Long Beach Buy database to download RFPs.

- 0 Long Beach vendors were notified to submit bids
- 0 downloaded the plans and specifications
- 0 submitted a bid