



Long Beach Water

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Board of Water Commissioners

September 15, 2022

CHRISTOPHER J. GARNER, General Manager

Subject

Adopt Specification WD-22-012 and authorize the General Manager to execute a contract with Hach Company to furnish and deliver laboratory materials and supplies in an amount not to exceed \$130,000 for a period of one year and to exercise the option to renew two additional one-year periods, subject to a maximum increase of 10% for each renewal period.

Executive Summary

Bids for Specification WD-22-012 to furnish and deliver laboratory materials and supplies were advertised from August 4 to August 18, 2022. One bid from Hach Company was received, and their bid was deemed to be conforming to all specification requirements.

It is recommended that a contract amount not to exceed \$130,000 be awarded to Hach Company for furnishing and delivering laboratory materials and supplies.

Recommendation

Adopt Specification WD-22-012 and authorize the General Manager to execute a contract with Hach Company to furnish and deliver laboratory materials and supplies in an amount not to exceed \$130,000 for a period of one year and to exercise the option to renew 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 \$130,000. These costs are included in the Water Fund FY 23 Budget and financial projections.

Tai Tseng
Assistant General Manager - Operations

Christopher J. Garner
General Manager

Attachment

Furnish and Deliver Laboratory Materials and Supplies WD-22-012

Rank	Vendor	Identification/ Certification	Cost
1	Hach Company	N/A	\$ 128,516
		Average Bid	\$ 128,516

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/>.

- 16 potential vendors were notified of this opportunity
- 6 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.

- 1 bid was received on August 18, 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 Buys database to download RFPs.

- 0 Long Beach vendors were notified to submit bids (No Long Beach vendors supply the items requested)
- 16 downloaded the plans and specifications
- 1 submitted a bid