



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

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Title: Issue purchase order and enter into an agreement with Hach Company, for a preventive maintenance plan for flow injection analyzers, spectrophotometer and consumable supplies for the Analytical Laboratories Division, in an amount not to exceed \$45,976.00, Account 101-16000-612970, 623570, Requisition 1471474

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Date	Ver.	Action By	Action	Result
9/14/2017	1	Board of Commissioners	Approved	Pass
9/14/2017	1	Committee of the Whole	Recommended	Pass

TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 14, 2017

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order and enter into an agreement with Hach Company, for a preventive maintenance plan for flow injection analyzers, spectrophotometer and consumable supplies for the Analytical Laboratories Division, in an amount not to exceed \$45,976.00, Account 101-16000-612970, 623570, Requisition 1471474

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Hach Company (HACH), for a preventive maintenance plan for flow injection analyzers, spectrophotometer and consumable supplies for the Analytical Laboratories Division. This purchase order will expire on November 21, 2018.

HACH LACHAT QC8500 flow injection analyzers are used for the analysis of ammonia nitrogen, TKN, phosphorus, fluoride, and sulfate. These analyses are required by permits, regulations, and ordinances including: water reclamation plant influent and effluent samples for compliance with NPDES permits, biosolids samples for compliance with the USEPA Part 503 rule, industrial discharges to ensure that dischargers are in compliance with the industrial pretreatment regulations, and the monitoring of the water quality in the Chicago area waterways to meet the IEPA designated Water Quality Standard. Process control samples use the DR3900 Spectrophotometer for NPDES permit parameters at various locations within our treatment plant to ensure reliable treatment.

HACH, the sole service provider for preventive maintenance, repair and consumable supplies for seven LACHAT QC8500 flow injection analyzer instruments, DR3900 Spectrophotometer and peripheral accessories, has submitted pricing for the services required. The benefits that this service provides are that the LACHAT QC8500s and peripheral equipment are maintained by vendor-trained technicians and the preventive

maintenance and emergency repairs will greatly reduce instrument downtime due to failure. Inasmuch as HACH is the only source of supply for the services and consumables required, nothing would be gained by advertising for bids (Section 11.4 of the Purchasing Act).

HACH is registered and in good standing with the State of Illinois.

The Multi-Project Labor Agreement is not applicable due to the specialized nature of the services required.

In view of the foregoing it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order and enter into an agreement with HACH in an amount not to exceed \$45,976.00.

Funds for the 2017 expenditure, in the amount of \$37,976.00, are available in Account 101-16000-612970. The estimated expenditure for 2018 in Account 101-16000-623570 is \$8,000.00. Funds for the 2018 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Edward W. Podczerwinski, Acting Director of Monitoring and Research, EWP:KMB:RA:DC:TS:cs
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for September 14, 2017