ITEM NO. 5

STAFF REPORT *CITY OF OCEANSIDE*

DATE: November 15, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Water Utilities Department

SUBJECT: **PURCHASE ORDER FOR FILTER ONLINE PARTICLE COUNTERS FOR THE ROBERT A. WEESE FILTRATION PLANT**

SYNOPSIS

Staff recommends that the City Council approve a purchase order to Charles P. Crowley Company, in the amount of $75,698, for eight online particle counters and associated components; approve the procurement as a sole source purchase; and authorize the Financial Services Director, or designee, to execute the purchase order.

BACKGROUND

The Robert A. Weese Filtration Plant (WFP) treats 25 million gallons per day, bringing raw water to drinking water standards. This accounts for approximately 90 percent of the drinking water produced and distributed in the City.

The Division of Drinking Water (DDW), which regulates public water systems and permits water treatment plants, began evaluating the treatment levels of WFP in preparation to renew the plant's operating permit. In April 2020, staff purchased two particle counters to help provide data for a high filtration rate study that the DDW requested. The data gathered over a three-year period was instrumental in amending WFP's operating permit.

DDW renewed WFP's operating permit while requiring the installation of particle counters on each of the eight filters in order to maintain production levels of the plant. If the particle counters are not installed, WFP would be required to decrease the amount of water treated.

ANALYSIS

The DDW has stated that if the particle counters and associated equipment are not installed, WFP would need to reduce production capacity by 30 percent, potentially costing the City $7,000 per day due to increased treated water purchases from the San Diego County Water Authority, the most expensive source of water to the City.

To procure the particle counters used for the study in 2020, three quotes were obtained and Chemtrac provided the lowest quote. As the Chemtrac particle counter data was

accepted by the DDW, and staff have been trained to operate and maintain the particle counters, staff is requesting the City Council approve this procurement as a sole source per City Code Section 28A.24(c) as Charles P. Crowley is the only supplier of Chemtrac particle counters.

FISCAL IMPACT

Including tax of $6,978 and an estimated freight charge of $640 the total cost is $75,698. The purchase order will be charged to the Weese Filtration Plant Improvement account 908125400712.5704.10600, which has a balance of $283,806, therefore sufficient funds are available.

Account Number	Amount	Available Balance
Weese Filtration Plant Improvement 908125400712.5704.10600	$75,698	$283,806

INSURANCE REQUIREMENTS

The City's standard insurance requirements will be met.

COMMISSION OR COMMITTEE REPORT

The Utilities Commission approved staff's recommendation at its scheduled meeting on October 17, 2023.

CITY ATTORNEY'S ANALYSIS

Purchases must comply with Chapter 28A of the City Code.

RECOMMENDATION

Staff recommends that the City Council approve a purchase order to Charles P. Crowley Company, in the amount of $75,698, for eight online particle counters and associated components; approve the procurement as a sole source purchase; and authorize the Financial Services Director, or designee, to execute the purchase order.

PREPARED BY:

Rudy Guzman
Water Utilities Division Manager

SUBMITTED BY:

Jonathan Borrego
City Manager

REVIEWED BY:

Michael Gossman, Assistant City Manager

Lindsay Leahy, Water Utilities Director

Jill Moya, Financial Services Director

ATTACHMENTS:

A: Quote – Charles P. Crowley Company

Attachment A

CHARLES P. CROWLEY COMPANY
Since 1932
Manufacturers' Representatives • Systems Integrators
15861 Business Center Drive Phone: (626) 856-5656
Irwindale, California 91706 USA Fax: (626) 856-5658
E-mail: tim.berschauer@cpcrowley.com Cell: (626) 277-9942
Website: www.cpcrowley.com

QUOTATION # Q31463-CMU	
Date:	7/14/23
From:	Tim Berschauer
To:	City of Oceanside
Attention:	Bill Rojas
Phone:	O: (760) 435-5993 / M: (760) 583-3090
email:	brojas@oceansideca.org
Subject:	**Chemtrac Particle Counter**
Page:	**1 of 4**

The CHARLES P. CROWLEY COMPANY (hereinafter "CPC Co.) is pleased to offer our quotation for the following section(s) of equipment. This quotation and any purchase order, contract, requisition or purchasing directives given to CPC Co. based on this quotation is subject to CPC Co.'s Sales Agreement and Standard Terms and Conditions which is attached.

QTY.	Description	Price Each	Extended
8	***Chemtrac*** PC3400 Online Particle Counter: Base level unit Includes: Local display, keypad, external sensor, USB & Serial Communication Ports, Modbus ASCII/RTU communication, TracData Software (website download), PVC weir kit, mounting hardware, tubing kit, cleaning brush, O&M manual, and 1-year warranty.	$6,400.00	$51,200.00
8	Option: 34731 – 4 Ch 4-20mA Output Card	$685.00	$5,480.00
8	Option: 34791 – Modbus TCP (Ethernet) Communications Card	$430.00	$3,440.00
8	Option: Sample Magnetic Flow Meter & Analog Input Card	$995.00	$7,960.00
	Total (Less sales tax and freight):	$8,510.00	**$68,080.00**
	Estimated Freight:		**$640.00**

GENERAL EXCLUSIONS:

- Terms: Net 30-Days
- This quotation is valid for 90 days from issuance and is limited to items specifically listed herein.
- Delivery: 2 Weeks plus shipping time ARO (Currently have 10 units in inventory).
- Freight: FOB Factory. **Prepay and Add to Invoice**, or third-party billing. Must be determined at time of order.
- Payments due one hundred percent (100%) net thirty (30) days. Overdue payments are subject to 1.5% per month (18% per year) finance charge. Collection activities subject to attorney's fees provision as stated in CPC Co.'s Terms and Conditions (attached).
- Consequential and Liquidated Damages, late charges, retentions, or bonding requirements are not acceptable or allowed.
- Factory Limited Warranty shall apply
- **Sales Taxes are expressly excluded.**

Should this quotation result in a purchase order, please address it to the ***Charles P. Crowley Company***. If you have any questions or require additional information, please do not hesitate to contact our office.

Yours truly,
CHARLES P. CROWLEY COMPANY

Timothy A Berschauer

Tim Berschauer

Sales Representatives for *Chemtrac*
Attachments: CPC T&C's (3pgs)