



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
March 5, 2024

TOPIC: Water Quality Testing Supplies, Calibration, and Maintenance Services

AGENDA TITLE

Award a Blanket Order Contract to Hach Company for Water Quality Testing Supplies, Calibration, and Maintenance Services (Bid No. 23-179) (Non-General Fund)

RECOMMENDED ACTION

Award a blanket order contract to Hach Company for the purchase of water quality testing supplies, calibration, and maintenance services on an as-needed basis in an amount not to exceed \$650,000, for a three-year term beginning March 5, 2024 and expiring March 4, 2027, with provisions for two one-year renewal options.

GOVERNMENT CODE 84308 APPLIES: No

DISCUSSION

The Public Works Agency's Water Resources Division (Water Resources Division) oversees the operation of 21 City-owned wells, seven pumping stations, 50 water quality monitoring stations, ten storage reservoirs, and over 480 miles of water pipeline. The Water Resources Division is committed to providing safe and reliable drinking water to the City's residents, businesses, and visitors through more than 45,000 customer connections. The Division conducts extensive sampling and testing to ensure the water served meets all applicable water quality standards.

In 2023, staff collected 12,543 water samples at various sampling points in the City's water system. To ensure the City's drinking water meets all U.S. Environmental Protection Agency and California State Drinking Water Health Standards, staff relies on effective water quality testing materials, supplies, and equipment.

The Invitation for Bids (IFB) No. 23-179 was advertised on December 1, 2023 on the City's online bid management and publication system, PlanetBids. A summary of IFB vendor participation and results is as follows:

208	Vendors notified
7	Santa Ana vendors notified
10	Vendors downloaded the bid packet
2	Bids received
0	Bids received from Santa Ana vendors

Bids were solicited, opened on December 15, 2023, and evaluated (Exhibit 1). Two bids were submitted by the IFB deadline, and the bid submitted by Hach Company of Loveland, Colorado, was determined to be the lowest, responsive bid to the specifications of the bid, and met the City’s requirements.

FISCAL IMPACT

Funding is available in the FY 2023-24 budget and funding for subsequent fiscal years will be included in the proposed budgets for City Council consideration. The following table summarizes the funds budgeted and available for expenditure to deliver agreement services.

Fiscal Year	Accounting Unit-Account #	Fund Description	Accounting Unit, Account Description	Amount
2023-24 (Mar-June)	06017640-63001	Water	Water Utility Production & Supply, Miscellaneous Operating Expenses	\$21,666
	06017644-63001	Water	Water Quality, Miscellaneous Operating Expenses	\$21,666
2024-25	06017640-63001	Water	Water Utility Production & Supply, Miscellaneous Operating Expenses	\$65,000
	06017644-63001	Water	Water Quality, Miscellaneous Operating Expenses	\$65,000
2025-26	06017640-63001	Water	Water Utility Production & Supply, Miscellaneous Operating Expenses	\$65,000
	06017644-63001	Water	Water Quality, Miscellaneous Operating Expenses	\$65,000
2026-27 (July-Mar)	06017640-63001	Water	Water Utility Production & Supply, Miscellaneous Operating Expenses	\$43,334
	06017644-63001	Water	Water Quality, Miscellaneous Operating Expenses	\$43,334
RENEWAL OPTION				
2026-27 (Mar-June)	06017640-63001	Water	Water Utility Production & Supply, Miscellaneous Operating Expenses	\$21,666

Fiscal Year	Accounting Unit-Account #	Fund Description	Accounting Unit, Account Description	Amount
	06017644-63001	Water	Water Quality, Miscellaneous Operating Expenses	\$21,666
2027-28	06017640-63001	Water	Water Utility Production & Supply, Miscellaneous Operating Expenses	\$65,000
	06017644-63001	Water	Water Quality, Miscellaneous Operating Expenses	\$65,000
2028-29 (July-Mar)	06017640-63001	Water	Water Utility Production & Supply, Miscellaneous Operating Expenses	\$43,334
	06017644-63001	Water	Water Quality, Miscellaneous Operating Expenses	\$43,334
TOTAL				\$650,000

EXHIBIT(S)

1. Bid Abstract

Submitted By: Nabil Saba, P.E., Executive Director – Public Works Agency

Approved By: Tom Hatch, Interim City Manager