



**INDIAN RIVER COUNTY, FLORIDA
DEPARTMENT OF UTILITY SERVICES**

Date: January 23, 2019
To: Jason E. Brown, County Administrator
From: Vincent Burke, P.E., Director of Utility Services
Through: Jennifer Hyde, Purchasing Manager
Prepared By: Terry Southard, Operations Manager, Utility Services
Subject: Request for Sole Source for Hach Equipment and Supplies

BACKGROUND/ ANALYSIS:

Both the water treatment plants (WTP) and wastewater treatment facilities (WWTF) use Hach lab equipment to analyze water chemistry to meet Florida Department of Environmental Protection (FDEP) standard equipment permit requirements. The equipment includes meters for chlorine, turbidity, pH, and conductivity. In addition to the meters, these analyzers require reagents and other miscellaneous supplies necessary for testing the water.

Within the water/wastewater facilities, we have a combined total of 88 Hach meters to analyze water quality, as required by our state permits. With the standardization of Hach equipment, any operator can work at any facility and have knowledge of how to maintain/repair a Hach analyzer. Additionally, the inventory of spare parts for the equipment is less than if we had multiple brand analyzers. Staff has found Hach to be reliable equipment with a high quality of service from the company.

Total expenditures to Hach in Fiscal Year (FY) 2017/2018 for equipment and supplies was \$72,805.11. In FY 2018/2019, \$40,241.85 in equipment is already encumbered.

FUNDING:

Funds for the additional operating supplies are available and encumbered in various water and wastewater accounts in the operating fund. Operating fund revenues are derived from water and sewer sales.

Description	Account Number	Amount
WWTF Chemicals	47121836-035230	\$6,500.00
WWTF Maintenance	47121836-044690	\$6,000.00
WTP Chemicals	47121936-035230	\$6,500.00
Water Plant Maintenance	47121936-044610	\$6,000.00

RECOMMENDATION:

The staff of Indian River County Department of Utility Services recommends that the Board of County Commissioners declare the Hach Company as the sole source provider for water quality sampling equipment and related supplies, and authorize the Purchasing Division to issue purchase orders as necessary.

ATTACHMENT:

Sole Source Letter