



PURCHASING ITEM
FOR
COUNCIL AGENDA
CS08-208

1. Agenda Item Number:

31

2. Council Meeting Date:
April 10, 2008

TO: MAYOR & COUNCIL

3. Date Prepared: March 4, 2008

THROUGH: CITY MANAGER

4. Requesting Department: Community Services

5. **SUBJECT:** Award Agreement No. BF8-031-2570 for Servicing Chillers & Cooling Towers to C.C.I. Chemical for two-years in an amount not to exceed \$20,000.00 per year for a total of \$40,000 for the two-year period.

6. **RECOMMENDATION:** Recommend awarding an Agreement No. BF8-031-2570 for Servicing Chillers & Cooling Towers to C.C.I. Chemical for two-years in an amount not to exceed \$20,000.00 per year for a total of \$40,000 for the two-year period.

7. **HISTORICAL BACKGROUND/DISCUSSION:** Chilled water-cooling systems are utilized in a majority of the city buildings. Cooling tower and water chillers are used in these systems and need to be treated with chemicals to inhibit scale, which can build up within the equipment. Treatment of the water will prolong the life of the equipment. A typical life cycle for a cooling tower is 5-10 years. The cooling tower at the Development Services Building was replaced last year after being in operation for over 15 years. The longer life expectancy of the tower is due in part to the comprehensive chemical treatment process the city follows. This contract will provide for weekly testing of the water within each system and the application of scale inhibiting chemicals.

8. **EVALUATION PROCESS:** Bids were advertised and notices sent to 166 registered vendors. Fourteen contractors requested the bid package. Seven responses were received and the bid was opened on February 13, 2008. City staff is recommending award to C.C.I. Chemical as the lowest responsive, responsible bidder.

9. **FINANCIAL IMPLICATIONS:** Funds for this service will be from the General Fund, Building and Facilities Other Professional/Contract Service account 101.3200.0000.5219.

10. **PROPOSED MOTION:** Move to award Servicing Chillers & Cooling Towers to C.C.I. Chemical for two-years in an amount not to exceed \$20,000.00 per year for a total of \$40,000 for the two-year period.

APPROVALS

11. Requesting Department

Kris Kircher, Parks & Grounds Maintenance Manager

13. Department Head

Mark M. Eynatten, Community Services Director

12. Procurement Officer

Sharon Brause, CPPB

14. City Manager

W. Mark Pentz