



Agenda Date: 9/16/2015
Agenda Placement: 7H

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors
FROM: Jeff Tucker - Director of Administrative Services/CFO
NS-Administration
REPORT BY: DONELL MANNOR, ACCOUNTANT - 258-6000 x532
SUBJECT: Approve Agreement for the Purchase of Polymer

RECOMMENDATION

Authorize the Purchasing Agent to execute an agreement, with terms substantially similar to the attached, between the Napa Sanitation District and SNF Polydyne for the supply of polymer.

EXECUTIVE SUMMARY

On March 4, 2015 District staff initiated a competitive bidding process for a two-part chemical/polymer program for the purpose of treating algae laden water in the newly commissioned Dissolved Air Flootation (DAF) clarifier and tertiary filters. Six chemical suppliers were emailed the full bid package; Ashland Hercules Water Technologies Division, BASF Water Solutions, Kemira Water Solutions, Inc., Nalco, Rosa Water Technology Associates, Ltd., and SNF Polydyne, Inc. Two suppliers, Rosa Water Technology Associates, Ltd. and SNF Polydyne, submitted Intent to Bid and attended the mandatory pre-bid meeting. On April 1, 2015, Rosa Water Technology Associates, Ltd. withdrew from the bid process due to changes in their business plan. SNF Polydyne continued with the required jar testing and field trials in accordance with the bid specifications. SNF Polydyne, Inc. products performed satisfactorily and in accordance with bid specifications.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Polymer is budgeted in the Plant Operations Budget. The pricing was lower than the assumptions used to develop the budget. Adequate budget exists for

	this contract.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Polymer is necessary to operate the treatment plant properly and meet the District's NPDES Permit.
Is the general fund affected?	Yes
Future fiscal impact:	The agreement provides for unit prices for polymer for a one year period commencing upon agreement date to August 30, 2016 with the option for the District to extend for two additional periods of one year each.
Consequences if not approved:	The District would not have a contract in place to procure polymer, a necessary component of the wastewater treatment process. Lack of polymer could jeopardize the District's NPDES permit compliance.
Additional Information:	None.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The polymer product to be purchased from SNF Polymer is the same product the District has been utilizing through a different vendor.

SUPPORTING DOCUMENTS

- A . SNF Polydyne Agreement
- B . SNF Polydyne Pricing

Napa Sanitation District: Approve

Reviewed By: Jeff Tucker