

**City of Carson City
Agenda Report**

Date Submitted: May 24, 2012

Agenda Date Requested: June 7, 2012
Time Requested: Consent

To: Mayor and Supervisors

From: Purchasing and Contracts

Subject Title: For Possible Action: To determine that Contract No. 1112-188 is a contract for supplies, materials or equipment that are available pursuant to an agreement with a vendor that has entered into an agreement with the General Services Administration or another governmental agency located within or outside this State and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract Order No. 1112-188 a request for the purchase of Cationic Emulsion Polymer at \$1.35 per pound including freight from Ashland Water Technologies through July 1, 2013 on an as-needed basis to be funded from Wastewater Fund Chemicals as provided in FY 2012/2013. (P.O. No. 2012-115) *(Kim Belt)*

Staff Summary: Cationic Emulsion Polymer is required for the operation of the Carson City Wastewater Reclamation Plant in order to enhance flocculation and aid in the removal of solids from the waste water.

Type of Action Requested: (check one)

☐ Resolution ☐ Ordinance
☒ Formal Action/Motion ☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to determine that Contract No. 1112-188 is a contract for supplies, materials or equipment that are available pursuant to an agreement with a vendor that has entered into an agreement with the General Services Administration or another governmental agency located within or outside this State and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract Order No. 1112-188 a request for the purchase of Cationic Emulsion Polymer at \$1.35 per pound including freight from Ashland Water Technologies through July 1, 2013 on an as-needed basis to be funded from Wastewater Fund Chemicals as provided in FY 2012/2013. (P.O. No. 2012-115) *(Kim Belt)*

Explanation for Recommended Board Action: Pursuant to **NRS 332.115 subsection 1 (m) and NRS 332.195**, staff is requesting the Board of Supervisors declare that the contract is not adapted to award by competitive bidding and authorize all city departments to be able to place orders from this contract providing Carson City's approved funding and purchasing procedures are followed.

NRS 332.195 Joinder or mutual use of contracts by governmental entities.

1. A governing body or its authorized representative and the State of Nevada may join or use the contracts of local governments located within or outside this State with the authorization of the contracting vendor. The originally contracting local government is not liable for the obligations of the governmental entity which joins or uses the contract.

2. A governing body or its authorized representative may join or use the contracts of the State of Nevada or another state with the authorization of the contracting vendor. The State of Nevada or other state is not liable for the obligations of the local government which joins or uses the contract.
(Added to NRS by 1975, 1539; A 1985, 357; 1999, 1686; 2001, 1320; 2003, 2263; 2005, 2556)

Applicable Statute, Code, Policy, Rule or Regulation: NRS 332.115 subsection 1 (m) and NRS 332.195

Fiscal Impact: \$119,998.80

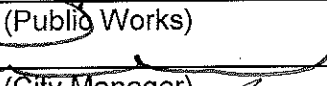
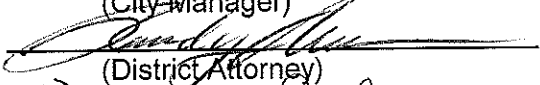
Explanation of Impact: Account listed below will be decreased by \$119,998.80.

Funding Source: Sewer Chemicals Account - 510-3201-434-06-37

Supporting Material: Purchase Order, Letter from Ashland Technologies

Prepared By: Kim Belt, Purchasing and Contracts Manager

Reviewed By:

	Date: <u>5-29-12</u>
(Public Works)	
	Date: <u>5/29/12</u>
(City Manager)	
	Date: <u>5/29/12</u>
(District Attorney)	
	Date: <u>6/29/12</u>
(Finance Director)	

Board Action Taken:

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)



201 N. Carson Street, Suite 3

(775) 887-2133 [Fax] (775) 887-2107

DATE May 24, 2012

CHECK DATE:

500 Hercules Road

302-594-5347

FRED HOWARD

3320 E FIFTH ST

Carson City, NV 89701

775-887-2362

SHIPPING METHOD		SHIPPING TERMS		DELIVERY DATE		
QTY	UNIT	DESCRIPTION	BUDGET NUMBER	INVOICE #	UNIT COST	EXTENDED COST
88888.00	LB	PRAESTOL K290FLX	510-3201-434-06-37		\$ 1.35	\$ 119,998.80
					\$	-
					\$	-
					\$	-
		CONTRACT NO. 1112-188			\$	-
					\$	-
					\$	-
		PO given to department to place order.			\$	-
		PO shall not be modified without approval from			\$	-
		Finance Director.			\$	119,998.80
		PURCHASED BY: Fred Howard				
		FED L.D. NO. 88-6000189				

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE ITEMS, AMOUNTS AND STATEMENTS AS HEREIN SET OUT ARE TRUE AND CORRECT PER PURCHASE REQUESTION MADE BY THE PERTINENT CITY DEPARTMENT.

APPROVED FOR PAYMENT



Kristin Dugan

HERCULES INCORPORATED
Ashland Water Technologies Division
500 Hercules Road, Wilmington, DE 19808
Tel:302-594-5347, Fax:302-594-6890
E-mail: K_Dugan@ashland.com

April 19, 2012

Mr. Fred Howard
Carson City PWD
3320 E. Fifth Street
Carson City, NV 89701

RE: Polymer Contract

Mr. Howard,

Per your discussions with Mark Wells, we are pleased to extend our existing contract for polymer with Eastern Municipal Water District to Carson City. The contract is valid for 5 years (April 4, 2012 – April 3, 2017). Pricing is firm for the first 2 years and then adjustable on an annual basis for the remaining 3 years. Below are the prices for the first 2 years (April 4, 2012 – April 3, 2014).

PRODUCT	PRICE/LB
Praestol K290FLX	\$1.35
Praestol K279FLX	\$1.28
Praestol K275FLX	\$1.27
Praestol K274FLX	\$1.28
Praestol K148L	\$1.26

- FOB & Shipping: Delivered/Destination (ZD) Shipping Included
- Terms: Net 30 from date of invoice
- Packaging: 275 gallon totes

I have attached the contract and Purchase Order from Eastern Municipal Water District for your convenience. Thank you for your past business, and please let us know if you have any questions.

Sincerely,

Kristin Dugan
Attorney-in-Fact, Bids & Contracts

Hercules Incorporated is a wholly owned subsidiary of Ashland Inc. with global headquarters office at 500 Hercules Road, Wilmington, DE 19808
www.ashland.com

HERCULES

CONTRACT ADMINISTRATION PLAN

CONTRACT/PO#: #78282

CONTRACT AMOUNT LIMIT: \$1,200,000/YR (\$6,000,000 Total)

CONTRACT TYPE: Blanket w/ Multiple Releases

CONTRACT PERIOD: April 4, 2012 – April 3, 2017

CONTRACTOR: Ashland Hercules Water Technologies
500 Hercules Rd Bldg. 8145
Wilmington, DE 19808
(866) 337-9579 Order Placement
Contact: Miranda Dietz

SCOPE OF WORK: Supply Polymer in totes

PLACE OF PERFORMANCE: Various locations throughout the District

REPORTING REQUIREMENTS: None

CONTRACT OFFICER/BUYER: Art Olvera, C.P.M. (951) 928-3777 ex. 6247

CONTRACT OFFICER REPRESENTATIVE (COR): All Plant Managers & Lead Operators

ACTION REQUIREMENTS: **COR or his Designee:**
1. A requisition is not required to place an order.
2. The Release Buyer reserves a release number.
3. The order is placed and a delivery date is confirmed.
4. After delivery of the goods, the Release Buyer completes the release.
5. The receiving site will forward copies of all delivery documents to the OMC Warehouse within 24 hours of receipt.

A/P PAYMENT ACTION: 3- Way Match

SAFETY:
If required, a safety meeting will be conducted by Risk Management with the COR or requestor present, along with the supplier representative. Minutes of the meeting (using standard form) will be forwarded to the Purchasing department for the contract file. If required, COR or designee will conduct a safety meeting specific to each job/site and maintain records on each meeting.

Copies sent to: A/P: ☐

Contract File: ☐

Requestor: ☐