



TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: January 25, 2021

RE: **Exempting the Procurement of Wastewater Division Solids Handling Pump Parts from the Competitive Bidding/Written Quotation Requirements of the Ketchikan Municipal Code – Penn Valley Pump Company**

The motion detailed below was prepared at the request of Wastewater Division Supervisor Andrew Mulder, who asked that it be placed before the City Council for consideration at its meeting of February 4, 2021. If adopted, the motion provides for exempting the procurement of solids handling pump parts from the competitive bidding/quotation requirements of the Ketchikan Municipal Code and authorizing the procurement of such pumps from the Penn Valley Pump Company at a cost of \$22,578.

Subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code provides for exempting the purchase of such pump parts from competitive bidding/quotations when:

"Supplies, materials, equipment or contractual services which should be purchased from a specific source in order to prevent incompatibility with previously purchased supplies, materials, equipment or contractual services. For the purpose of this paragraph, the term 'incompatibility' is defined as:

(A) The inability to interconnect, combine, interchange, or join; or

(B) That which causes substantial duplication in maintenance, expertise or training or in the stocking of parts, materials, supplies or replacements. Any purchase which is to be excluded from competitive bidding by authority of this subparagraph which exceeds \$10,000, must first be approved by the council."

The rationale for the exemption is detailed in Mr. Mulder's transmittal memorandum and requires no elaboration on the part of my office. I concur with the Wastewater Division Supervisor's recommendation.

Mr. Mulder and the Acting Public Works Director will be attending the City Council meeting of February 4, 2021, in order to address any questions and/or concerns that Councilmembers may have.

A motion has been prepared for City Council consideration.

RECOMMENDATION

Pursuant to subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code, it is recommended that the City Council adopt the motion exempting the procurement of Wastewater Division solids handling pump parts from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code; authorizing the City Manager to enter into an agreement for the procurement of such pump parts with Penn Valley Pump Company at a cost of \$22,578; and approving funding from the Wastewater Division's Machinery & Equipment Account (Account No. 790.25)

Recommended Motion: Pursuant to subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code, I move the City Council exempt the procurement of Wastewater Division solids handling pump parts from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code; authorize the City Manager to enter into an agreement for the procurement of such pump parts with Penn Valley Pump Company at a cost of \$22,578; and approve funding from the Wastewater Division's Machinery & Equipment Account (Account No. 790.25)

PUBLIC WORKS / ENGINEERING DEPARTMENT
Mark Hilson, P.E., Public Works Director
Kara Jurczak, P.E., Assistant Public Works Director

CITY OF KETCHIKAN
Administrative Offices
PH: 907.228.4727
FAX: 907.225.8721

MEMORANDUM

TO: Karl Amylon, City Manager

CC: Lacey Simpson, Assistant City Manager
Mark Hilson, P.E., Public Works Director, Acting Port & Harbors Director

FROM: Andrew Mulder, Wastewater Supervisor

DATE: January 25, 2021

SUBJECT: **Exempting the Procurement of Solids Handling Pump Parts from the Competitive Bidding/Written Quotation Requirements of the Ketchikan Municipal Code – Penn Valley Pump Company, Inc.**

The Wastewater Division uses a particular solids handling pump produced by Penn Valley Pump Company, Inc., in its operations at Treatment Plant B. In order to maintain, service, repair and rebuild these pumps, we need to purchase proprietary parts through Penn Valley Pump Company, Inc.

Subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code provides for exempting the purchase of such equipment from competitive bidding/quotation when:

“Supplies, materials, equipment or contractual services which should be purchased from a specific source in order to prevent incompatibility with previously purchased supplies, materials, equipment or contractual services. For purpose of this subsection, the term “incompatibility” is defined as:

(A) The inability to interconnect, combine, interchange, or join; or

(B) That which causes substantial duplication in maintenance, expertise or training or in the stocking of parts, materials, supplies or replacements. Any purchase which is to be excluded from competitive bidding by the authority of this subsection which exceeds \$10,000 must first be approved by the council;

We have a total of eleven of these style of pumps, and it is anticipated that this purchase of parts will provide enough parts for this year and 2022. The City Council

appropriated \$55,500 for such purchases in adopting the 2021 City of Ketchikan General Government Operating and Capital Budget.

RECOMMENDATION

Pursuant to subparagraph 6 of Section 3.12050(a) of the Ketchikan Municipal Code, it is recommended the City Council adopt the motion exempting the procurement of Wastewater Division's solids handling pump parts from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code and approve the purchase of solids handling pump parts from Penn Valley Pump Company in the amount of \$22,578 from the Wastewater Division's 2021 Minor Capital Outlay budget.

Recommended Motion: Pursuant to subparagraph 6 of Section 3.12050(a) of the Ketchikan Municipal Code, I move the City Council exempt the procurement of Wastewater Division's solids handling pump parts from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code and approve the purchase of pump parts from Penn Valley Pump Company in the amount of \$22,578 from the Wastewater Division's 2021 Minor Capital Outlay budget.

Attachment: Penn Valley Pump Company Quote #5750

Penn Valley Pump Co., Inc.

998 Easton Road
Warrington, PA 18976-1800
USA

Voice: 215-343-8750

Fax: 215-343-8753

QUOTATION

Quote Number: 5750

Quote Date: Jan 12, 2021

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Quoted To:

City of Ketchikan
334 Front Street
Ketchikan, AK 99901
USA

Customer ID	Good Thru	Payment Terms	Sales Rep
KETCHIKAN-AK	2/11/21	Net 30 Days	Z-GOBLESAMPSON

Quantity	Item	Description	Unit Price	Amount
6.00	PVD741C	Suction Hsg, CI MK2-3	1,068.00	6,408.00
6.00	PVC102C	Intermediate Hsg, CI	1,228.00	7,368.00
4.00	PVC103C	Discharge Hsg, CI	1,128.00	4,512.00
4.00	PVD633N	Discharge Disc Int, NEO	551.00	2,204.00
2.00	PVB114B	Trunnion Clamp Ring, Discharge	114.00	228.00
2.00	PVC681N	Clack Vlv, NEO w/ retaining screws	123.00	246.00
4.00	PVB119	Gasket Suction, CF	57.00	228.00
2.00	PVD744C-130	Swan Neck, lower CI MK3	442.00	884.00
1.00	PVPFREIGHT	Freight charges	500.00	500.00
		Shipping To:		
		Alaska Marine Lines		
		5615 W Marginal Way SW		
		Seattle, WA. 98106		
			Subtotal	22,578.00
			Sales Tax	
			TOTAL	22,578.00