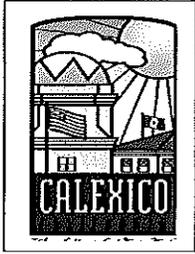


AGENDA  
ITEM

**17**



# AGENDA STAFF REPORT

**DATE:** January 22, 2020

**TO:** Mayor and City Council

**APPROVED BY:** David B. Dale, City Manager *DD*

**PREPARED BY:** Lilliana Falomir, Public Works Manager *L. Falomir*

**SUBJECT:** Authorize City Manager to Purchase Two (2) Plunger Pumps for the Wastewater Treatment Plant from Carter Pumps, LLC. in the Amount of \$73,985.00.

=====

**Recommendation:**

Authorize City Manager to Purchase Two (2) Plunger Pumps for the Wastewater Treatment Plant from Carter Pumps, LLC. in the amount of \$73,985.00.

**Background:**

Public Works Department staff is currently requesting City Council authorization to purchase two (2) plunger pumps for Secondary Clarifier No. 3 at Wastewater Treatment plant from Carter Pumps, LLC (direct manufacture): two (2) Model 801H Duplex. These pumps will replace two (2) existing pumps that were installed back in 2009 and are in major need of replacement.

**Discussion & Analysis:**

The reason Public Works staff is recommending that the City purchase these pumps directly from Carter Pumps, LLC is that this equipment has been proved to be the only product acceptable to directly connect to the existing piping at the Wastewater Treatment Plant without any modifications. Having these pumps connected directly to existing equipment saves the City time and most importantly money. In addition, the City would benefit from obtaining a huge discount if purchased directly from the manufacture.

**Fiscal Impact:**

Budgeted Item for FY 2019-2020  
Wastewater Enterprise Fund No. 547-90-993-56014-000  
\$73,985.00



**Coordinated With:**

Public Works Department.  
Finance Department.

**Attachment:**

1. Carter Pumps, LLC. Proposal.
2. City of Calexico Purchasing Policy and Procedures – Sole Source Purchases.
3. Sole Source Justification Form.

**CARTER PUMP, LLC**  
152 Franklin Turnpike – Suite D  
Waldwick, NJ 07463  
PHONE: 800-568-9798  
E-MAIL: rlopez@carterpump.com



**E-MAIL TRANSMISSION**

**PROPOSAL**

**Date:** July 11, 2019  
**To:** City of Calexico WPCP, Calexico, CA  
**Attention:** Mr. Arturo Estrada  
**Email:** aestrada@calexico.ca.gov  
**From:** Roberto M. Lopez  
**Subject:** Calexico WWTP, CA  
Carter Reference No.: P19-106B

Dear Mr. Estrada,

We would like to take this opportunity to once again thank you for affording Carter Pump the opportunity to work with you on the above referenced project and your valuable business throughout the years.

We are pleased to offer our Carter Model 801H Duplex Direct Drive Plunger Pump. These units are identical to the Carter Plunger Duplex Pumps previously supplied with Serial No.: 801HD-0693, 801HD-0705.

With the proposed Carter you will have the ability to pipe directly to the existing piping without any modifications to the piping or pump pad and have interchangeability with all the components of the existing pumps including the one's furnished prior to 1995 and throughout the years resulting in one (1) common inventory of spare parts.

We have respectfully taken the liberty to include in our proposal all the accessories on the Carter Plunger Pumps that were furnished in 1995. The accessories are as follows.

- Drain Plug in Plungers. (standard)
- Chevron Packing.
- Stainless Steel Valve seats.
- 2-inch sampling plug valve on the discharge

- 2-inch draining ball valve on the suction.
- Automatic Oiler.
- 6-figure Revolution Counter.
- Cross Head Guides.
- Compound Gauge with Diaphragm Seal Assembly and shut-off valve.
- Pressure Gauge with Diaphragm Seal Assembly and shut-off valve.

Carter Pump respectfully submits our Carter Model No.: 801H Duplex and the Carter Model No.: 801H Simplex as a direct replacement for your existing Carter Pump plunger pump for your review and consideration:

**MODEL NO.:** Carter Pump 801H Duplex Direct Drive

**NO.: OF PUMPS:** Two

**RATED CAPACITY:** 230 GPM at 110 feet TDH with a 15 HP Motor.

**CONNECTIONS:** 4-inch 125 lb. drilled and faced flanges in accordance with ANSI B16.1 Class 125.

**PLUNGER:** Two  
DIAMETER of PLUNGER: 11.0 inches  
PLUNGER MATERIAL: Cast Iron ASTM A48, Class 35.

**CONNECTING ROD:** The connecting rod material will be of cast iron ASTM A48 Class 40 with a marine Babbitt lining and a bronze wrist pin bearing.

**PUMP ECCENTRICS:** ECCENTRIC BODY  
MATERIAL: ASTM A48, Class 35.  
ECCENTRIC BODY DIAMETER: 10.0 inches.  
ECCENTRIC BODY WIDTH: 2.0 inches.  
STROKE ADJUSTMENTS: 11 positions.  
MAXIMUM STROKE: 6.562 inches.

**CONSTRUCTION:** The pump body, stuffing box, and valve chambers will be constructed of cast iron ASTM A48, Class 30. They will be of separate castings which will permit the removal of the stuffing box, plunger and connecting rod without disturbing the piping or eccentric shaft. The pump will have sectional construction.

**ECCENTRIC SHAFT:** DIAMETER: 2-3/16 inches.  
TENSILE STRENGTH: 95,000 PSI  
YIELD STRENGTH: 85,000 PSI

Carter Pump's sectional cylinder is uniquely constructed, and the stuffing box and the pump body are separate castings. The stuffing box inserts into the pump body, thereby eliminating any possible misalignment between the stuffing box and the pump body. This arrangement effectively prevents leakage at the parting lines. The other pump manufacturers' two-piece cylinder arrangement is a flange-to-flange connection, where the plunger travels through the parting lines. With this design, any misalignment would cause damage to the plunger. Furthermore, the possibility of leakage and corrosion at the flange parting lines is increased.

**PACKING:** Ten (10) rings 3/4-inch "Leak Free" Chevron Packing.

**BALL VALVES:** 5-1/8 inch diameter MATERIAL: Urethane

**VALVE SEATS:** Stainless Steel Valve Seats

**AIR CHAMBERS:** Steel air chambers will be provided on both the suction and discharge side of the pump.

**PUMP BASE:** The pump end and drive will be mounted on a common welded steel base with a drip rim and a 1-inch drain connection. The pump base will mount to the existing pump pad without any modification.

**GEAR REDUCER:** The gear reducer that is being offered is" Sumitomo Machinery Corporation"; 35:1 ratio with a 2.0 SF.

**PUMP DRIVE:** The two (2) duplex pumps will be driven by 15 HP 1760 RPM, 3 PH, 60 HZ, 230/460 Volt, TEFC motor with a "C" faced arrangement. The speed reducer will be coupled directly to the pump's main shaft by means of metal flexible coupling.

**ACCESSORIES:**

- Revolution Counter.
- Automatic Oilers.
- Chevron Packing.
- Cross Head Guides w/ Oilers.
- Replaceable Bronze Valve Seats.
- 2 inch Plug Valve on the Discharge Side of the pump.
- 2 inch Ball Valve on the Suction Side of the pump.

- Compound Gauge/Diaphragm Seal and Shut-Off Valve.
- Pressure Gauge/ Diaphragm Seal and Shut-Off Valve.

**PAINTING:** The units will be supplied with our prime paint.

**SPARE PARTS:** None

**EST. SHIPPING WEIGHT:** Duplex - Approximately 2700 Lbs.

**SUBMITTAL DRAWINGS:** Drawings for the record will be submitted within 2 to 3 weeks after date of purchase order acknowledgment.

**SHIPMENT:** Shipment can be made approximately 14 to 16 weeks after receipt by Carter Pump of final approved submittal.

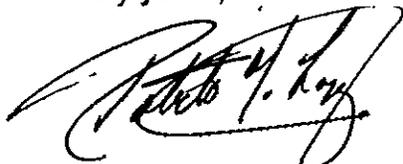
**FREIGHT:** Freight **is included** on price to job site.

**PRICE:** \$ 73,985.00 for Two (2) Carter Plunger Pumps Model No.: 801H Duplex 7% California **taxes included.**

The above price is for valid for orders receive by Carter Pump sixty (60) days from the date of this proposal and shipment during or before the second half of 2019.

We thank you once again for affording Carter Pump the opportunity of working with you and after you have had the opportunity review the enclosed information, should you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely yours,



Roberto M. Lopez  
Vice President of Sales and Marketing

EXHIBIT "A"  
CITY OF CALEXICO PURCHASING POLICY & PROCEDURES

the Finance Department. Departments shall submit in writing to the Finance Department any performance problem encountered immediately following the occurrence so that corrective action may be taken.

Contract Purchase Orders are annual and may include option for renewal for specific products, product types, or services at agreed upon prices or pricing structure and for a specified period of time.

**Cooperative Purchases**

The City may participate in purchases and contracts established by other political jurisdictions, provided the cooperative agreement is established following a competitive bid process. The City Manager may authorize the award of cooperative purchase agreements up to \$9,999,24,999. City Council approval is required for the award of any cooperative purchase of \$10,000,25,000 or more.

\* **Sole Source Purchases**

Commodities and services, which can be obtained from only one vendor, are exempt from competitive bidding. Sole source purchases may include proprietary items sold directly from the manufacturer, items that have only one distributor authorized to sell in this area or a certain product had been proven to be the only product that has proven to acceptable. All sole source purchases shall be supported by written documentation signed by the appropriate Department Head and forwarded to the Finance Department. The Finance Director or designee will make final determination that an item is a valid sole source purchase.

**Urgency Purchases**

An urgency is one where there is an unforeseen situation which requires immediate procurement of materials or services in order to continue operations of an essential department, or for the preservation of health, safety and welfare of the people, or protection of property, when there is a present, immediate and existing danger. A depletion of stock through normal routine usage is not considered an urgency item.

Urgency purchases may be made without competitive bidding when time is of the essence, and shall be made only for the following reasons:

1. to preserve or protect life, health or property; or
2. upon natural disaster; or
3. to forestall a shutdown of essential public services

Since urgency purchases do not normally provide the City an opportunity to obtain competitive quotes or properly encumber funds committed, sound judgment shall be used in keeping such order to an absolute minimum. In addition, the following requirements shall apply:

4. The Finance Department shall be contacted as soon as possible for an advance purchase order number, which may be given verbally to cover the

## **SINGLE/SOLE SOURCE JUSTIFICATION (SSJ)**

**This form must be used to show justification for a purchase from a single or sole source without open competition when the purchase is \$5,000 or above. The S. S. J. form is not to be utilized to circumvent normal purchasing procedure. It is to be used only as an exception when all attempts to pursue competitive purchasing practices have failed. Acceptance of this request will be at the discretion of the Finance Department and/or City Manager. Pricing is not a justification, by itself, for a single or sole source purchase; competitive pricing should be obtained for all purchases.**

**The following statements, in my professional judgment, are correct. I have researched the requirements to support these findings. I also certify that no personal advantage, gain or privilege has (or will) occur to me through the purchase from this vendor. I have reviewed the vendor's proposed costs and find those costs fair and reasonable for the technical effort proposed.**

**Department Head Name/Signature: Lilliana Falomir**

**Title: Public Works Manager – Administrative**

**Date: 01/13/2020 Phone: 760-768-2160**

**Email: falomirl@calexico.ca.gov**

**A. Compatibility to existing equipment, research, methodology, or training:**

Carter Pump is the manufacture of the existing 801H plunger pump that is located at the Wastewater Treatment Plant Secondary Clarifier No. 3. The Wastewater Treatment Plant is requesting to purchase two (2) new 801H plunger pumps to replace existing deteriorated pumps.

**B. Only known manufacturer of this product:**

Carter Pump is the only manufacture that carries 801H plunger pumps.

**C. Only product that will meet the requirements of the intended use although other like items exist:**

Carter Pumps manufactures and sells its own parts for its own equipment.

**D. Regional Sales/Support/Service:**

Carter Pump provides excellent sales and technical support services. The Wastewater Treatment Plant has purchased various equipment and parts from them for years.

**E. What are the consequences of not securing this specific item?**

If the Wastewater Treatment Plant is unable to purchase the pumps, the existing pumps will no longer be able to handle the sludge and slurries produced during the treatment process. The City will be liable for possible fine from the Regional State Water Control Board.

**F. Provide any additional information not furnished above that supports your specific requirements necessitating single/sole source purchase:**