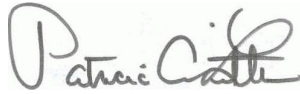


In City Council January 19, 2014.
Voted unanimously to carry out the
intent of the report.

3A13



City Clerk

City of Keene
NEW HAMPSHIRE

June 12, 2014

TO: Mayor and City Council

FROM: Finance, Organization and Personnel Committee

SUBJECT: **MEMORANDUM: Operations Manager/Assistant PW Director/
Laboratory Manager/Purchasing Agent - Sole Source for Parker Hannifin
THM Analyzer**

On a vote of 4-0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to designate Parker Hannifin as the sole source provider of a Trihalomethane (THM) analyzer at a cost not to exceed \$37,498.25.



Chairman/Designee

Background:

Operations Manager for Treatment Facilities, Aaron Costa stated that as outlined in the memorandum, staff is recommending that the usual procurement process be waived to allow for the purchase of a Parker Hannifin THM bench top analyzer. Mr. Costa stated that the City is required to maintain compliance with these federally mandated compounds.

Mr. Costa continued that currently, staff collects samples from different locations throughout the water distribution system and sends them to a contract laboratory to be analyzed. If the analyzer is purchased the results could be obtained within a day and would give staff the opportunity to collect as many samples as it wants. He added that the City will still be required to collect the compliance quarterly samples and those would need to be sent out.

Chair Greenwald asked why the City is looking to sole source this purchase. Mr. Costa stated that because of the proprietary nature of the technology, this instrument can only be purchased from Parker Hannifin.

Councilor Powers asked whether present staff would be doing the testing. Mr. Costa stated that they will be doing the testing with minimal training.

Councilor Clark asked what is the benefit of doing this testing in-house. Mr. Costa stated that this is a time sensitivity issue, and the equipment would allow staff to collect many samples as well as create baseline data. The Councilor asked about the lifespan of this equipment. Mr. Costa stated that it would be about ten years, which is typical for analytical equipment.

The City Manager clarified that the important thing to understand is that by having the equipment staff will be able to make management decisions regarding the quality of water and will not have to wait for weeks to get this information and make the necessary adjustment. Mr. Costa answered in the affirmative.

Councilor Duffy asked whether the THM Analyzer has the potential to save some money in the long term by not having to send samples out for testing. Mr. Costa reiterated that this equipment will not save any money on compliance testing, this will still have to be done. As far as saving money, Mr. Costa stated that he could not give a good answer at this time. Mr. MacLean stated that with this equipment there would be less time for error and more time for fine tuning of samples and changes to stabilize water quality.

Councilor Powers made the following motion, which was seconded by Councilor Clark.

On a vote of 4-0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to designate Parker Hannifin as the sole source provider of a Trihalomethane (THM) analyzer at a cost not to exceed \$37,498.25.