



# ADMINISTRATION COMMITTEE

Administration Building  
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## Agenda Report

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**File #:** 2022-2297

**Agenda Date:** 5/11/2022

**Agenda Item No:** 3.

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**FROM:** James D. Herberg, General Manager  
Originator: Lorenzo Tyner, Assistant General Manager

**SUBJECT:**

**GENERAL MANAGER APPROVED PURCHASES AND ADDITIONS TO THE PRE-APPROVED OEM SOLE SOURCE LIST**

**GENERAL MANAGER'S RECOMMENDATION**

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Receive and file Orange County Sanitation District purchases made under the General Manager's authority for the period of January 1, 2022 to March 31, 2022; and
- B. Approve the following additions to the pre-approved OEM Sole Source List for the period of January 1, 2022 to March 31, 2022:
  - CARRIER CORPORATION - Carrier Corporation HVAC Products
  - COOPER BESSEMER - LSVB Engine Training
  - GATES FIBERGLASS INSTALLERS - On-site/Field Fiberglass Tank & Ducting Repairs
  - TPC Training - TPC Online Training and Certification Program
  - TRIMBLE WATER - Trimble Unity Software License

**BACKGROUND**

Staff provides the Administration Committee and the Board of Directors quarterly reports of General Manager approved and executed purchases between \$50,000 and \$100,000; maintenance and repair Services Task Orders between \$50,000 and \$300,000; and additions to the pre-approved OEM Sole Source List.

The list of additions to the pre-approved OEM Sole Source List displays the original equipment manufacturers (OEM) added this quarter that require sole source procurement to maintain, service, or replace equipment currently in operation at Orange County Sanitation District (OC San) facilities because the parts and/or service can only be provided by the OEM or their designated representative.

**RELEVANT STANDARDS**

- Quarterly financial reporting

- Ensure the public's money is wisely spent

### PRIOR COMMITTEE/BOARD ACTIONS

December 2016 - Minute Order 12(b) authorized the General Manager to ratify additions or deletions to the OEM Sole Source list on the General Manager's quarterly approved purchases agenda report.

### ADDITIONAL INFORMATION

In accordance with Board purchasing policies, Ordinance No. OC SAN-56, the General Manager has authority to approve and execute purchases between \$50,000 and \$100,000. Below is a summary of General Manager approved purchases, in amounts exceeding \$50,000, for the third quarter of fiscal year 2021-22:

Vendor Name	Amount	Department	Description/Discussion
ADT COMMERCIAL LLC	\$71,384.60	Operations & Maintenance	Blanket PO for Preventive Maintenance, Testing & Inspection of Portable Fire Extinguishers (Plants 1 & 2 And Pump Stations) 1/1/22 - 12/31/22 with 4 Optional 1-year Renewal Periods Specification No. S-2021-1278
ARC DOCUMENT SOLUTIONS, LLC.	\$90,000.00	Administrative Services	Blanket PO to Provide Managed Copy Center Services 1/1/22 - 12/31/23 with 3 Optional 1-year Renewal Periods Specification No. S-202001177BD
BASIN VALVE COMPANY	\$60,000.00	Operations & Maintenance	Blanket PO for Gas Compressor Pilot Operated Relief Valve Maintenance Program 4/1/22 - 3/31/23 with 4 Optional 1-year Renewal Periods Specification No. S-2022-1311
CARBON ACTIVATED CORPORATION	\$70,000.00	Operations & Maintenance	Carbon Media Replacement at the Plants 1 and 2 CenGen Facilities Sole Source Justification 2555 Reason: Unique Product/Service
COOPER MACHINERY SERVICES LLC	\$50,386.36	Operations & Maintenance	Purchase of Two (2) Hub Gear ZLSVB-16-1E and Installation with OC San Provide Cam Shafts Board Approved OEM Sole Source List M.O. 8/23/17, Item 9(B)
COOPER MACHINERY SERVICES LLC	\$70,845.30	Administrative Services	Stock Item Purchase of Thirty (30) Cooper Bessemer Check Valve Repair Kits and Thirty (30) Check Valve Assemblies Board Approved OEM Sole Source List M.O. 8/23/17, Item 9(B)
DEMARIA ELECTRIC MOTOR SERVICES, INC.	\$90,000.00	Operations & Maintenance	Convenience Blanket PO for Urgent Off-Site Repairs at Plants 1 and 2, and Pump Stations 4/16/22 - 6/30/24 GM Article 2, Section 2.2 (b) (1)

DOWNSTREAM SERVICES, INC.	\$54,364.00	Operations & Maintenance	Wintersburg Channel Miller-Holder Siphon Assessment Specification No. CS-2021-1285BD
ENTERPRISE AUTOMATION	\$95,000.00	Engineering	Provide Wonderware Support and Control System Programming, Testing and Commissioning Sole Source Justification 2561 Reason: Immediate Need due to Staff Retirements
INTERTECH INCORPORATED	\$59,610.00	Operations & Maintenance	Purchase of Modicon ProWorx NXT Programming Software for Modicon PLCs - Module 105 and On-Site Training for Instrumentation Staff Sole Source Justification 2519 Reason: Unique Product/Service
LABWARE INC	\$80,000.00	Administrative Services	Labware Implementation Consulting for New Functionality of LIMS including Testing and Documentation Board Approved OEM Sole Source List M.O. 12/14/16, Item 12
PARAMOUNT PLASTIC FABRICATORS	\$62,350.00	Operations & Maintenance	Purchase and Delivery of one (1) Primary Treatment Scrubber Acid Tank Specification No. E-2021-1298
SOUTHERN COUNTIES LUBRICANTS	\$63,050.00	Operations & Maintenance	Purchase of 5,000 Gallons (Bulk Oil) of Chevron 5200 Hdax Low Ash 40 for Plant 2 Specification No. DG-121698
STO ADVISORS LLC	\$75,000.00	Operations & Maintenance	Blanket PO to Provide Interplant Gas Pipeline Compliance Consultant Services Sole Source Justification 2560 Reason: Unique Product/Service
TETRA TECH INC IRVINE CA	\$93,300.00	Operations & Maintenance	Blanket PO to Provide an HVAC Assessment for Infectious Aerosol Mitigation 2/15/22 - 4/27/22 Specification No. CS-2021-1247BD
WESTAIR GASES & EQUIPT-EPA CALBRN GASES	\$80,000.00	Operations & Maintenance	Blanket PO to Provide EPA Protocol Calibration Gas Cylinder Refills and Cylinder Demurrage at Plants 1 and 2 6/1/22 - 5/31/23 with 4 Optional 1-year Renewal Periods Specification No. C-2022-1310

Additionally, in accordance with Board purchasing policies, Ordinance No. OC SAN-56, the General Manager has authority to approve and execute maintenance and repair Services Task Orders between \$50,000 and \$300,000. Below is a summary of General Manager approved maintenance and repair Services Task Orders, in amounts exceeding \$50,000, for the third quarter of fiscal year 2021-22:

Vendor Name	Amount	Department	Description/Discussion
J R FILANC CONSTRUCTION	\$83,985.00	Operations & Maintenance	P2 Activated Sludge Clarifiers D & K Repairs Specification No. TOB-2021-1291 of Master Service Contract S-2021-1234BD-2

JAMISON ENGINEERING CONTRACTORS INC	\$89,500.00	Operations & Maintenance	P2 Digester O Structural Repairs Specification No. TOB-2022-1308 of Master Service Contract S-2021-1234BD-3
O'CONNELL ENGINEERING & CONSTRUCTION INC	\$115,450.00	Operations & Maintenance	Digester "Q-R" Bridge Temporary Shoring at Plant 2 Specification No. TOB-2021-1295-R of Master Service Contract S-2018-942BD-5

**ATTACHMENT**

*The following attachment(s) may be viewed on-line at the OC San website ([www.ocsan.gov](http://www.ocsan.gov)) with the complete agenda package:*

N/A