

WRITTEN DETERMINATION FOR PROCUREMENT VIA EXISTING CONTRACTS OF OTHER PUBLIC AGENCIES PURSUANT TO NAPA MUNICIPAL CODE SECTION 2.91.060

WATER TREATMENT PLANT CHEMICALS

Per **NMC 2.91.06**, the City may enter into a contract that is based upon terms of an existing contract of another public agency, provided that the City Manager makes a written determination of the following:

1. The City has an opportunity to enter into a proposed contract under terms materially the same as an existing contract between the contractor and another public agency.

The quote is based on the competitively bid annual contract procurement process for the North Bay Agency Chemical Pool (NBACP). The City is a participating member of the NBACP pool that collectively requested competitive bids meeting the public procurement process for all public agencies including Cities of American Canyon, Benicia, Calistoga, Davis, Fairfield, Petaluma, St Helena, Vacaville, Vallejo, West Sacramento and the Solano Irrigation District, Town of Yountville as well as Vallejo Sanitation and Flood Control District.

2. The terms of the proposed contract between the contractor and the city are more beneficial to the city than the city would otherwise be able to obtain by complying with the relevant requirements set forth in this chapter. This includes documentation of the steps the city has taken to evaluate alternative sources of the subject of the contract.

The purchase of chemicals includes delivery to the treatment plant sites. When a company has a guaranteed contract to multiple sites within a regional area, the provider is able to avoid higher costs for trucking due to delivery of half-loads, reduce their operating costs and provide the service at a lower cost. It is most efficient to deliver product to multiple plants in the area when the supplier is assured there is a consistent market need and their cost per mile of product delivered is lowered.

3. By entering into the proposed contract, the city will meet the purpose and goals identified in Section 2.91.010 of this chapter. This includes documentation of the process used by the other public agency to procure the existing contract.

The NBACP conducts competitively bid quotes from multiple suppliers, summarizes the bid prices for each product, and awards the contract to the lowest bidder.

4. The contract between the contractor and the city complies with the requirements of NMC Section 2.91.030(B).

The City Council's approval of these findings, and the Council's delegation of authority to the Utilities Director to execute the purchase orders identified herein, satisfies the requirements of NMC Section 2.91.030(B).