



# AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING  
Meeting Date: September 18, 2018

Agenda Item 6-D  
**Approvals:**  
City Manager [Signature]  
Dept. Head [Signature]  
Attorney [Signature]  
Finance [Signature]

**Department:** Utilities  
**Prepared By:** Kevin Lussier, Assistant Utilities Manager [Signature]

**Subject:** *APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH WATERLINE TECHNOLOGIES, INC. FOR DELIVERY OF 12.5% SODIUM HYPOCHLORITE.*

**Fiscal Impact:** Yes. There is adequate funding for up to \$25,000 in expenditures in Fiscal Year 2019 within the Water Operating Fund Account Number 052-463-42150. Additional funding for the two-year Agreement and any extensions will be proposed as part of the City's annual budget process for future fiscal years.

**Summary:** Staff recommends that City Council authorize the Mayor to sign a Professional Services Agreement with Waterline Technologies, Inc. for delivery of Sodium Hypochlorite for water treatment.

**Discussion:** Due to the recent completion of a construction project to improve water quality management at Reservoirs 5A, 10, and 14, there is a need to purchase the chemical Sodium Hypochlorite for on-site water treatment. Utilities staff requested and obtained proposals for delivery of 12.5% Sodium Hypochlorite to the three reservoir sites.

Typically vendors for chemical deliveries utilize 18-wheel trucks, but due to the location and limited access to the reservoir sites, smaller delivery trucks are needed to navigate the narrow access roads. As a result, only one proposal was received from Waterline Technologies, Inc. in the amount of \$1.54 per gallon, which is lower than the estimated cost provided by the design engineer at \$2.00 per gallon. The estimated annual cost for Sodium Hypochlorite deliveries is \$25,000. The initial Agreement is for a two-year term for up to \$50,000, with the option to renew for three additional one-year terms.

**Recommended**

- Action:** STAFF RECOMMENDS THAT the City Council:
1. Approve, and authorize the Mayor to execute, Contract \_\_\_\_\_ by and between the City of San Clemente and Waterline Technologies, Inc. for Sodium Hypochlorite deliveries in the amount of \$50,000; and
  2. Authorize the City Manager to approve up to three, one-year extensions to the Agreement if Waterline Technologies, Inc. and the City make a determination to extend the Contract after the initial two-year period.

**Attachments:** None. The Professional Services Agreement is on file with the City Clerk's office.

**Notification:** None.

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