

TO: Andrew P. Powers, City Manager

FROM: Clifford G. Finley, Public Works Director

DATE: June 20, 2023

SUBJECT: Supply and Delivery of Polymer to Hill Canyon Treatment Plant

RECOMMENDATION:

1. Award General Services Agreement to Solenis LLC (Wilmington, DE) for a three-year term with two optional one-year extensions, in an amount not to exceed \$1,930,630 for the supply and delivery of polymer to Hill Canyon Treatment Plant (HCTP).
2. Authorize expense in the amount of \$620,227 for FY 2023-24 and \$643,543 for FY 2024-25 from A/C #621-8250-685-3242 (HCTP/Wastewater Chemical Supplies).
3. Find that this action is not a project as defined under the California Environmental Quality Act (CEQA).

FINANCIAL IMPACT:

No Additional Funding Requested. \$620,227 is available in the Adopted FY 2023-24 Budget and \$643,543 in the Adopted FY 2024-25 Wastewater Fund Budget. Remaining funds will be requested during the upcoming biennial budget process.

BACKGROUND:

HCTP treats wastewater from the City. Constructed in the 1960s with major improvements over the following decades, HCTP provides advanced tertiary level wastewater treatment. The facility treats an average of eight million gallons per day of wastewater generated from its domestic, commercial, and industrial customers and operates 24 hours per day/seven days per week.

Polymer is used for three purposes at HCTP including screw press dewatering, gravity belt thickening, and secondary clarifier settling. In each area, polymer assists with the separation of liquids and solids. Once separated, the liquids

continue through the treatment process until discharged to the North Fork Arroyo Creek as final effluent, while the solids continue the treatment process and moisture is removed before finally being hauled away to a composting facility.

DISCUSSION/ANALYSIS:

On April 14, 2023, a formal Request for Proposals/Qualifications (RFP/Q) for the Supply and Delivery of Polymer from original product manufacturers was publicly advertised in the Thousand Oaks Acorn newspaper and posted on the City's purchasing website in accordance with Thousand Oaks Municipal Code section 3-10.401. Unlike the low bid requirements of the Public Contract Code, contracts for professional, management, general, or special services should only be awarded to firms who have demonstrated the adequate level of experience, competence, training, credentials, resources, staffing, and other qualifications necessary for more than a satisfactory performance of the services solicited.

Two suppliers responded to schedule their participation in the first phase of the pre-qualification process. Solenis LLC and Polydyne, Inc. participated in the first phase of the trial which included jar testing to assess the general effectiveness of their products with the wastewater.

Both Solenis and Polydyne participated in the second phase of the trial which included testing their products on the relative equipment within HCTP's treatment process. Both passed the three-day pre-qualification trial confirming their polymer product is compatible with HCTP's wastewater treatment process and equipment, and both met minimum qualification measures. However, Solenis provided a product that met the City's requirements using the least amount of qualifying product, which also provided the best value overall. Therefore, it is recommended City Council award a three-year agreement to Solenis LLC (Attachment #1) for the supply and delivery of polymer to HCTP.

This action is not a project as defined under the California Environmental Quality Act because this action will not result in a direct or foreseeable indirect physical change in the environment [14 CCR 15060(c)].

COUNCIL GOAL COMPLIANCE:

Meets the following City Council goals:

C. Operate City government in a fiscally and managerially responsible and prudent manner to ensure that the City of Thousand Oaks remains one of California's most desirable places to live, work, visit, recreate, and raise a family.

F. Provide and enhance essential infrastructure to ensure that the goals and policies of the Thousand Oaks General Plan are carried out and the City retains its role and reputation as a leader in protecting the environment and preserving limited natural resources.

PREPARED BY: Kim Sherman, Sr. Purchasing Specialist

Attachments:

Attachment #1 – Solenis LLC Agreement

DPW:290-10\ks\ev\Council\2023\062023\Supply and Delivery of Polymer to HCTP.docx