



Legislation Details (With Text)

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**Title:** Resolution to Approve a Sole Source Purchase Order to Service Electric Supply, Inc. for Large Electric Motor Soft Starters (\$40,067.00)

**Sponsors:**

**Indexes:**

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**Attachments:** 1. Service Electric SOLE\_SOURCE-BEST\_SOURCE\_JUSTIFICATION\_2020\_noSignatures.pdf, 2. Service electric quote (1).pdf, 3. Vendor outreach 1.pdf, 4. COI Non dis.pdf, 5. Vendor outreach 2.pdf

Date	Ver.	Action By	Action	Result
11/6/2023	2	City Council	Approved	Pass

Resolution to Approve a Sole Source Purchase Order to Service Electric Supply, Inc. for Large Electric Motor Soft Starters (\$40,067.00)

This memorandum and resolution requests the approval of a purchase order to Service Electric Supply, Inc. for furnishing soft starts that are required to properly start large electric motors at the Water Treatment Plant and its outstations. (\$40,067.00)

The Water Treatment Plant has multiple large electric motors that it uses to power pumps in several different applications around the plant and outstations. Several of the motors utilize soft starters to protect the electric motors from damage caused by sudden influxes of power by limiting the large initial rush of current associated with motor startup. They provide a gentle ramp up to full speed and are only used at startup. These soft starts are essential to the overall operational readiness and longevity of these motors.

The Water Treatment Plant has an asset management plan in place to track the condition of critical assets such as pumps and motors as well as their associated components. During recent evaluations it was found that several soft starts are at or have passed their usable life. Replacing these soft starters proactively will help the Water Treatment Plant avoid unnecessary failures that cause critical equipment to be out of service.

The Water Treatment Plant requested quotes from 3 Eaton representatives and found that Service Electric Supply, Inc. is the only local municipal distributor for Eaton soft starters. The proposed scope of work would be for Service Electric Supply, Inc. to provide 5 new soft starters. Installation will be performed by Water Treatment Plant staff.

It is recommended that Council approve a sole source purchase order for soft starters from Service Electric Supply, Inc. Supply chain issues have resulted in very long expected lead times for the equipment so approval is also requested to make funding available regardless of fiscal year so that

equipment that is ordered but does not arrive in FY24 can be purchased with these funds.

Budget/Fiscal Impact: Funds for this project are available in the approved FY24 Water Treatment Plant Water Supply System's Operations Maintenance Budget. Due to potential delays in receiving the equipment in FY24, funds authorized for this purchase will be made available regardless of fiscal year.

Service Electric Supply, Inc meets the requirement of the City's Living Wage and Non-Discrimination Ordinances.

Prepared by: Nicholas Baran, Inventory Control Technician

Reviewed by: Brian Steglitz, Public Services Area Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, Several of the motors at the Water Treatment Plant utilize soft starters to protect the electric motors from damage caused by sudden influxes of power;

Whereas, these soft starters have reached the end of their useful life and must be replaced;

Whereas, It is necessary to replace the soft starters to ensure that critical equipment will remain in service;

Whereas, Service Electric Supply, Inc is the only local municipal distributor of this equipment;

Whereas, Funding for soft starters is available in the approved FY24 Water Treatment Plant Water Supply System Operations and maintenance Budget;

Whereas, Funding be made available regardless of fiscal year to accommodate potential equipment delivery delays; and

Whereas, Service Electric Supply, Inc complies with the City's Living Wage and Non-discrimination Ordinances;

RESOLVED, That City Council approves a sole source purchase order to Service Electric Supply, Inc. in the amount of \$40,067.00 for large electric motor soft starts;

RESOLVED, That the funds for this purchase order be made available without regard to fiscal year; and

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution.