



CITY COMMISSION STAFF REPORT

DEPARTMENT: Utilities

DATE: January 13, 2025

SUBJECT: Motion to Approve expenditure for Waco Filters Corporation under City of Dunedin's Contract No. 23-1233 for the Supply and Delivery of Cartridge Filters for the water plant for fund allocations for Fiscal Year 2025–2026, and the approved budgeted amount for each subsequent year of the contract term.
Utilities

CITY MANAGER RECOMMENDATION:

The City Manager recommends the expenditure with Waco Filters Corporation for the supply and delivery of cartridge filters for the water plant.

BACKGROUND OF ITEM:

Pretreating raw water from drinking water wells is an essential step in the water treatment process before it passes through nanofiltration membranes to produce safe drinking water. Over time, cartridge filters become clogged and need to be replaced to keep the system efficient. After testing several comparable products, the Utilities staff chose the raw water filter cartridges, Model No. PA 05FDP40, made by Waco Filters Corporation. This brand has proven successful for many years and was adopted as the standard due to its durability and cost-effectiveness compared to other options.

PROCUREMENT:

Pursuant to Sec. 2-258 (e) of the Cooper City Procurement Code, accessing or piggybacking on City of Dunedin Contract No. 23-1233 with Waco Filters Corporation allows the City to utilize a cost-effective open-end contract for the supply and delivery of cartridge filters. The City Commission has already approved the piggyback agreement on May 13, 2025. The contract expiration date is July 31, 2026. The agreement can be renewed for one (1) additional two (2) year terms.

FISCAL IMPACT:

The amount of \$66,000 was budgeted for the FY26 Supplier-Filters, Water Plant line for the filter purchases.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
450-911-535350-533 Supplier – Filters, Water Plant	\$66,000	\$66,000	\$0.00

ATTACHMENTS:

1. Waco – Quote Number 042120252
2. Bid No. 23-1233 – Piggyback Agreement
3. Bid No. 23-1233 – Bid Tabulation