



CITY COMMISSION STAFF REPORT

DEPARTMENT: Utilities

DATE: May 13, 2025

SUBJECT: Motion to Approve the Piggyback of City of Dunedin's Contract No. 23-1233 with Waco Filters Corporation for the Supply and Delivery of Cartridge Filters in an amount not to exceed \$50,000.00 - **Utilities**

CITY MANAGER RECOMMENDATION:

The City Manager recommends approval of the supply and delivery of 5-micron, 40 inch, raw water cartridge filters in an amount not to exceed \$50,000.00 as appropriated in the annual budget, utilizing the Purchase Order Number 230679, issued by the City of Dunedin, Florida, under the terms and conditions of their Bid #23-1233.

BACKGROUND OF ITEM:

Pretreating raw water (from drinking water wells) is a critical step in the water treatment process before it passes through nanofiltration membranes to produce potable water. Over time, cartridge filters get clogged and must be replaced to maintain efficiency. After testing several comparable products, the Utilities staff selected the raw water filter cartridges, Model No. PA 05FDP40, manufactured by Waco Filters Corporation. This brand has been successful for several years and was standardized due to its durability and cost-effectiveness compared to competing options.

PROCUREMENT:

Pursuant to Sec. 2-258 (e) of Cooper City Procurement Code, accessing/piggybacking 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 contract expiration date is July 31, 2026. The agreement can be renewed for one (1) additional two (2) year term.

STRATEGIC PLAN:

This project supports the City's Strategic Goal of maintaining and improving the City's infrastructure and appearance to support and ensure a sustainable and beautiful environment.

FISCAL IMPACT:

The amount of \$50,000 was budgeted in the FY25 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 | \$50,000 | \$50,000 | \$0.00 |

ATTACHMENTS:

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