



PUBLIC WORKS

To: Mayor and Town Council

From: Frank E. Jaromin, P.E., Director of Public Works

**Through: Mario Canizares, Town Manager
Chuck Ewings, Assistant Town Manager**

Re: Wastewater Odor Control

Town Council Meeting – October 24, 2023

Strategic Visioning Priority: 4. Provide Excellent Municipal Services

Agenda Item:

Consider and act upon approving an annual fixed-price agreement for the purchase of Hydrogen Sulfide Odor Control Technology for the Town's wastewater system, at the unit prices guaranteed, from Helix Laboratories, Inc., a sole source provider.

Description of Agenda Item:

As a result of hydrogen sulfide odor complaints from residents in Whitley Place, whose property runs along Wilson Creek, staff began treating the wastewater heading to North Texas Municipal Water District (NTMWD), on June 23, 2020.

Due to the continuous need and the estimated annual expenditure, staff is requesting to establish an annual fixed-price agreement for the purchase of ACTI-Mag HP, a Hydrogen Sulfide Odor Control Technology, in order to create a more efficient ordering process and to guarantee unit prices for an extended period of time. Helix Laboratories is the sole supplier of ACTI-Mag XP and has provided a guaranteed price list for products effective through September 30, 2024. Orders will be placed on an as-needed basis only, and at the guaranteed price. For each subsequent year, the price list will be updated accordingly.

This purchase falls within the definition of a procurement that is available from only one source (Chapter 252 of the Local Government Code) and is exempt from competitive bidding requirements. Core & Main is the only authorized distributor of Neptune water meters in the North Texas region.

Budget Impact:

The estimated annual expenditure is \$243,512.00 and will be funded from account 200-5660-50-03. Subsequent annual expenditures will be subject to appropriations granted in future fiscal years.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

Attached Documents:

1. Price Agreement
2. Sole Source Letter

Town Staff Recommendation:

Town staff recommends approving an annual fixed-price agreement for the purchase of Odor Control Technology, at the unit prices guaranteed, from Helix Laboratories, Inc., a sole source provider.

Proposed Motion:

I move to approve an annual fixed-price agreement for the purchase of Odor Control Technology, at the unit prices guaranteed, from Helix Laboratories, Inc., a sole source provider.