

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 7/27/04  
**Department Name:** PW/Laguna Sanitation District  
**Department No.:** 054  
**Agenda Date:** 8/17/04  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Directors  
Laguna County Sanitation District

**FROM:** Phillip M. Demery  
Director, Public Works Department

**STAFF CONTACT:** Mark A. Schleich, Deputy Director  
Martin Wilder, District Manager, x8750

**SUBJECT:** Spare Parts for Zenogem and Zeeweed Membrane Units, Fourth Supervisorial District

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**Recommendation(s):**

That the Board of Directors:

Authorize the County Purchasing Agent to procure the Critical Spare Parts for Zenogem and Zeeweed units from Zenon Environmental Corp. without being required to conduct a Formal Bid Process.

**Alignment with Board Strategic Plan:**

The recommendation is primarily aligned with Goal II: safe and healthy communities in which to live, work, and visit.

**Executive Summary and Discussion:**

Pursuant to County Code section 2-29, Public Works staff is requesting your Board to waive the competitive bidding requirement in the purchase of critical spare parts for the Zenogem and Zeeweed Units with a total order not to exceed \$ 29,500.00.

Zenon Environmental Corp. provides spare parts packages for critical components associated with the membrane filtration systems mentioned above, which provides tertiary treatment to meet the plants Title 22 water requirement. Based on market research and knowledge of these particular products, it has been determined that the critical spare parts package from Zenon Environmental Corp. are the most cost effective alternative compared to parts provided by other individual suppliers.

It is essential to have the critical spare parts in stock in order to prevent or minimize down time during replacement. Limiting down time maximizes operation of these units and prevents the interruption of recycled water production. By having these parts in stock, 6-8 week delays in shipping time can be avoided.

This action requests that the Purchasing Manager be authorized to directly contract with Zenon Environmental Corp. for the critical spare parts package.

**Mandates and Service Levels:**

There are no changes in mandates or service levels with this action.

**Fiscal and Facilities Impacts:**

Approval of this action will allow the Purchasing Manager to procure the Critical Spare Parts for the Zenogem and Zeeweed units with a total order value not to exceed \$ 29,500.00, which has been fully budgeted and approved for this fiscal year.

**Special Instructions:**

Send a certified copy of the minute Order, attn: John McMillin Purchasing Manager  
Send a certified copy of the minute Order, attn: Martin Wilder, Laguna County Sanitation District

**Concurrence:**

Purchasing Manager