



Legislation Details (With Text)

**File #:** 23-0481      **Version:** 1

**Type:** Report      **Status:** Agenda Ready

**File created:** 3/16/2023      **In control:** Board of Supervisors

**On agenda:** 3/28/2023      **Final action:** 12/31/2023

**Title:** Purchasing Agent and District Engineer request waiver of competitive bidding requirements and sole source award pursuant to Napa County Code 2.36.090 for the purchase of two (2) Membrane Cassettes from Kubota Membrane USA Corporation in Bothell, Washington, for the amount of \$68,440 plus applicable sales tax, for an estimated total of \$73,863.

**Sponsors:** Board of Supervisors

**Indexes:**

**Code sections:**

**Attachments:** 1. Quote

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

**TO:** Members of the Governing Board

**FROM:** Christopher Silke - District Engineer

**REPORT BY:** Sarah Geiss - Staff Services Analyst

**SUBJECT:** Sole Source Award to Kubota Membrane USA Corporation

**RECOMMENDATION**

Purchasing Agent and District Engineer request waiver of competitive bidding requirements and sole source award pursuant to Napa County Code 2.36.090 for the purchase of two (2) Membrane Cassettes from Kubota Membrane USA Corporation in Bothell, Washington, for the amount of \$68,440 plus applicable sales tax, for an estimated total of \$73,863.

**EXECUTIVE SUMMARY**

The District’s wastewater treatment plant has a single membrane biological reactor unit that processes all sanitary sewer collection flows for Berryessa Highlands residents. Process piping and structural supports integral to the MBR tank were fabricated by Ovivo, Inc. to accommodate Kubota Membrane USA cassettes. Membranes installed in conjunction with the 2013 USDA wastewater upgrades project have reached the end of their duty life cycle.

**FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	No
Is it currently budgeted?	Yes
Where is it budgeted?	Org 5240500 Project 21071 Object 53360
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The membranes are essential in treating wastewater at the necessary capacity
Is the general fund affected?	No
Future fiscal impact:	None
Consequences if not approved:	The District will be unable to treat the community’s wastewater at the necessary capacity.

**ENVIRONMENTAL IMPACT**

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

On January 10, 2023, the Board of Directors approved appropriations of \$135,000 from the District’s USDA depreciation reserve account into Project 21071 that addresses replacement of short-lived fixed assets at the District’s Wastewater Treatment Plant (WWTP). A single Membrane Biological Reactor (MBR) unit was constructed on the WWTP grounds in 2013 to comply with Central Valley Regional Water Quality Board Waste Discharge Requirements effluent standards. A United States Department of Agriculture (USDA) loan funded the treatment facility upgrades as part of the large Design/Build project implemented to modernize process technology. Membranes have a typical life cycle of 10 years in wastewater applications. Performance of the original installation membranes has deteriorated in recent months. Ovivo, Inc. furnished the MBR packaged treatment system. Guide supports and small piping internal to the large MBR tank were designed and fabricated to hold two (2) membrane sheet cassette modules manufactured by Kubota Membrane USA. Sole source procurement approval is sought to replace both membrane cassettes. Total goods cost including sales tax and shipping is estimated at \$73,863.