



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: July 19, 2018

Staff Contact: Carol Akers and Darren Schulz

Agenda Title: For Possible Action: To approve the purchase of FW12 Diatomaceous Earth filter media from EP Minerals for a not to exceed annual amount of \$125,000 through June 30, 2019 to be funded from the Water Chemicals account. EP Minerals is the only company who carries this specific type of Diatomaceous Earth, and is therefore considered a sole source. (Carol Akers, Cakers@carson.org; Darren Schulz, Dschulz@carson.org)

Staff Summary: The Public Works Water Division anticipates the use of approximately one hundred fifty to two hundred (150-200) tons of Diatomaceous Earth filter media annually. It is the sole filter media for treating all surface waters at the Quill Ranch treatment facility. It is a porous powder material which coats the pressure vessel's screens which in turn captures all the contaminants, viruses, and protozoa providing high quality drinking water.

Agenda Action: Formal Action/Motion

Time Requested: Consent

Proposed Motion

Move to approve the purchase of FW12 Diatomaceous Earth filter media from EP Minerals for a not to exceed annual amount of \$125,000 through June 30, 2019 to be funded from the Water Chemicals account.

Board's Strategic Goal

Sustainable Infrastructure

Previous Action

Staff issued a Request for bid back in 2007 which resulted in determining EP Minerals is the only company that carries the required specifications of Diatomaceous Earth.

Annual approval.

Background/Issues & Analysis

N/A

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.115 (1)

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: 520-3502-435-06-37

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: If approved, the account will be decreased annually by \$125,000. \$150,000 is budgeted in this account each fiscal year for this purpose.

Alternatives

Do not approve purchase and provide alternate action.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

July 2, 2018

Via Email

Rit Palmer
Water Operations Supervisor
Carson City Public Works
3505 Butti Way
Carson City, Nv. 89701
rpalmer@carson.org
775-887-2355

Subject: Sole Source Letter

Dear Mr. Palmer:

This letter will confirm that EP Minerals, LLC is the sole source provider of Celatom® FW12 Diatomaceous Earth filter powder for use in municipal potable water filtration systems.

We appreciate your continued support of EP Minerals, LLC products, a Nevada based company.

Sincerely,

Niels Mastrup
Regional Sales Manager
EP Minerals, LLC
9785 Gateway Drive
Reno, Nevada 89521

July 2, 2018

Rit Palmer
Water Operations Supervisor
Carson City Public Works
3505 Butti Way
Carson City, Nv. 89701
rpalmer@carson.org
775-887-2355

Re: Carson City Water Utility Contract, Water Treatment Plant Filter Media

Mr. Palmer,

EP Minerals would like to extend the following pricing for the Carson City Water Utility, Water Treatment Plant Filter Media Requirements.

Product: Celatom® FW12, 50 lb bags
Packaging: 39 bags/pallet
Freight mode: Flat Bed
Unit price: \$12.48/bag, delivered
Pallet Price (39 bags/pallet): \$486.72, delivered
Fuel Surcharges: Separate line item to the buyers account
Payment Terms: Net 30 days
Delivery Terms: Delivered
Pricing is effective July 1, 2018 through June 30, 2019

We look forward to continued service to the Carson City Water Treatment facility.

Sincerely,

Niels Mastrup
EP Minerals, LLC
9785 Gateway Drive
Reno, NV 89521
775-622-6384