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**WATER POLLUTION CONTROL**

MEMORANDUM

To: Gregg Mandsager, City Administrator

CC: Nancy Lueck, Finance Director  
Fran Donelson, Secretary

From: Jon Koch, WPCP Director

Date: July 1, 2017

Re: Laboratory Flaskware Washer Purchase

**INTRODUCTION:** A new flaskware washer is needed in the Water Pollution Control Plant (WPCP) laboratory to ensure compliance with state regulations. The WPCP lab has received four bids for a new Labconco flaskware washer with Daigger Scientific placing the lowest acceptable bid of \$8,463.56. \$7,700.00 was budgeted for this item based on early 2015 pricing quotes from multiple vendors. Reductions in other capital items will be considered to offset this difference. Other competing acceptable bids ranged from \$8712.00 to \$9218.00. An unacceptable bid from Fisher Scientific for \$8,249.74 was rejected due to non-compliance with the specifications requested.

**BACKGROUND:** To maintain State certification, the laboratory is required to properly sterilize glassware to ensure accurate readings in biological samples. The current flaskware washer has been repaired multiple times and has reached the end of its useful life. Failures in lab readings can be traced back to inappropriately washed glassware due to this equipment.

**RECOMMENDATION/RATIONALE:** Staff recommends the purchase of the Labconco 4420320 Flaskware Washer from Daigger Scientific for \$8463.56.