File #: 2600-2025, **Version:** 1

Background: The purpose of this legislation is to authorize the Director of Finance and Management on behalf of the Director of Public Utilities to enter into a contract with Seal Analytical, Inc. for the purchase and installation of a Nutrient Analyzer System.

The Nutrient Analyzer System is used for the analysis of nitrate, ammonia, total phosphorus and ortho phosphorus in drinking and source water. This is a critical piece of equipment used to test the finished drinking water, as required by Ohio EPA. In addition, the instrument will be used to test source water for nitrate so the water plants can adjust treatment and remove the nitrate before the water is sent out to the public

Procurement:
The Department of Finance and Management solicited competitive bids through Vendor Services from July 21, 2025 to August 14, 2025 for the purchase and installation of a Nutrient Analyzer System in accordance with the relevant provisions of Chapter 329 of City Code, RFQ030834. One (1) bid was received by Seal Analytical, Inc. They were deemed responsive and were evaluated on August 14, 2025. The evaluation committee determined that Seal Analytical submitted the lowest responsive bid and therefore, recommends an award be made to them in the amount of $63,806.00.

Principal Parties:
Seal Analytical, Inc.,
6501 W. Donges Bay Rd.
Mequon, WI 53092
Melissa Walczak 262-241-7970
Contract Compliance Number: 010417
Contract Compliance Expiration Date: 4/21/2027

FISCAL IMPACT: $63,806.00 is budgeted and available from within the Water Operating Fund to meet the financial obligations of this contract.

To authorize the Director of Finance and Management to enter into a contract with Seal Analytical, Inc. for the purchase and installation of a Nutrient Analyzer System for the Division of Water; and to authorize the expenditure of $63,806.00 from the Water Operating Fund. ($63,806.00)

WHEREAS, it is necessary to authorize the Director of Finance and Management to enter into contract on behalf of the Department of Public Utilities with Seal Analytical, Inc., for the purchase and delivery of a Nutrient Analyzer System; and

WHEREAS, the Nutrient Analyzer System will be used for the analysis of nitrate, ammonia, total phosphorus and ortho phosphorus in drinking and source water; and

WHEREAS, the Purchasing Office opened bids on August 14,2025 for the purchase of a Nutrient Analyzer System for the Division of Water; and

WHEREAS, the Division of Water recommends an award be made to the lowest responsive and responsible bidder, Seal Analytical, Inc.; and

WHEREAS, it is necessary to authorize the expenditure of up to $63,806.00 from the Water Operating Fund; and

WHEREAS, it has become necessary in the usual daily operation of the Department of Public Utilities in that it is necessary to authorize the Director of Finance and Management to enter into a contract with Seal Analytics, Inc.in accordance with the terms, conditions, and specifications on file in the Purchasing Office; **NOW, THEREFORE,**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1. That the Director of Finance and Management be and is hereby authorized to enter into a contract with Seal Analytical, Inc. for the purchase of a Nutrient Analyzer System for the Division of Water, in accordance with the specifications on file in the Purchasing Office.

SECTION 2. That the expenditure of $63,806.00, or as much thereof as may be needed, is hereby authorized in the water operating fund, 6000 in Object Class 06 Capital Outlay per the accounting codes in the attachment to this ordinance.

SECTION 3. That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated, and the City Auditor shall establish such accounting codes as necessary

SECTION 4. That the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts associated with this Ordinance.

SECTION 5. That this Ordinance shall take effect and be in force from and after the earliest period allowed by law.

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