

## MEMORANDUM

TO: City Council

FROM: Alfred D. Lott  
City Manager

SUBJECT: Supply and Delivery of Ultra-Violet Lamps  
R-1-20

DATE: December 5, 2019

The City budget allows for the bi-annual replacement of ultra-violet lamps for use in the filter building at the Wastewater Treatment Plant. The UV lamps are used to disinfect wastewater by killing organisms that could be harmful if they moved into streams or public waterways.

The UV lamps are less effective as they age. The manufacturer recommends replacing the UV lamps every two years or 15,000 hours.

Heyward, Inc. of Glen Allen, Virginia, is the only local manufacturer's representative qualified to supply the ultra-violet lamps. Heyward has provided a quote of \$26,501.51 for the supply and delivery of the UV lamps.

The Public Works Department recommends that bidding requirements be waived and that the City issue a purchase order to Heyward, Inc. in the amount of \$26,501.51, which is within the budgeted amount of \$30,000.

I concur with the above recommendation and request your approval of R-1-20.

ADL:GS:jt

**RESOLUTION**  
**OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND**  
**AUTHORIZING THE WAIVING OF BIDDING REQUIRMENTS FOR THE SUPPLY AND**  
**DELIVERY OF ULTRA-VIOLET LAMPS FOR USE AT THE**  
**WASTEWATER TREATMENT PLANT**

**WHEREAS**, the City budget allows for the bi-annual replacement of ultra-violet lamps for use in the filter building at the Wastewater Treatment Plant; and

**WHEREAS**, the UV lamps are used to disinfect wastewater by killing organisms that could be harmful if they moved into streams or public waterways; and

**WHEREAS**, the manufacturer recommends replacing the UV lamps every two years or 15,000 hours; and

**WHEREAS**, Heyward, Inc. is the only local manufacturer's representative qualified to supply the ultra-violet lamps; and

**WHEREAS**, Heyward, Inc. has provided a quote of \$26,501.51 for the supply and delivery of the UV lamps.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Bowie, Maryland, that the Council, by a two-thirds vote in accordance with City Charter Section 61, hereby waives bidding requirements for good cause; and

**NOW FURTHER, BE IT RESOLVED**, by the Council of the City of Bowie, Maryland, that the Council authorizes the City Manager issue a purchase order to Heyward, Inc. in an amount of \$26,501.51.

**INTRODUCED AND PASSED** by the Council of the City of Bowie, Maryland, at a Regular Meeting on January 6, 2020.

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Timothy J. Adams, Mayor

ATTEST:

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Awilda Hernandez, City Clerk