



October 24, 2023

Mayor Chuck Fewell  
Board of Public Works and Safety  
10 South State Street  
Greenfield, IN 46140

Re: Equipment Purchase for New WWTP Laboratory

Mayor and Board Members,

At the previous meeting of the Board of Public Works and Safety proposals were received for the purchase of lab equipment for the new WWTP laboratory. A total of 5 proposals were received from Thomas Scientific, Fisher Scientific, Core and Main, USA Bluebook, and Cole Parmer and are summarized in the attached spreadsheets. The proposals from USA Bluebook and Cole Parmer were read into the record, but were not accepted since they did not meet the requirements of the Request for Proposal.

The proposal from Fisher Scientific provides the lowest overall cost for the purchase of the equipment from a single vendor. The total cost for the Labconco fume hood and related items was \$21,695.35 and the total cost for the remaining pieces of equipment was \$14,204.75. There is also a one-time fuel surcharge of \$7.70. This brings the total package cost, as described in the RFP, to \$35,907.80. However, the base cabinets and the cabinet vent are no longer needed as they are included in the construction contract for the WWTP. These items have been removed from the purchase request and the updated total cost will be \$32,159.41.

At this time, I am requesting that the Board approve the purchase of the lab equipment from Fisher Scientific as detailed on the Greenfield Wastewater Utility Lab Equipment Purchase sheet in the total amount of \$32,159.41. I have included the proposal summary spreadsheet and the equipment purchase spreadsheet for your review. Please let me know if there are any questions or if any other information is needed at this time.

Best Regards,

A handwritten signature in blue ink, appearing to read "Nicholas Dezelan".

Nicholas Dezelan, CHMM, ASP  
Wastewater Utility Manager

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