




TO: Michael Ilczyszyn, City Manager
Crystal Feast, Interim Financial Services Director
Wanda Roop, Procurement Manager

FROM: Jeff Pearson 

DATE: September 18, 2024

SUBJECT: Sole Source Request – Purchase one-year Contract with Klir Inc. for Regulatory Reporting

Background:

The Utilities Department maintains and operates two (2) major water production facilities, the North Reverse Osmosis Plant (NRO) and South Reverse Osmosis Plant (SRO), and two (2) major wastewater facilities, the Everest Water Reclamation Facility (WRF) and Southwest WRF, along with an extensive collections and distribution system. Each facility requires various operating permits issued by the Florida Department of Environmental Protection (FDEP) for water/wastewater treatment and an operating permit for each deep injection well (DIW).

Water Reclamation staff researched available cloud-based platforms that could assist with populating sampling results and autogenerating monthly Discharge Monitoring Reports (DMR) while reducing data entry errors and flagging permit limitation exceedances. Water Reclamation considered software that could connect to available laboratory information management systems (LIMS) which would provide a centralized real-time view of laboratory results. Market research determined KLIR, Inc. software offered the most complete catalog of services, these services include but are not limited to:

- Permit management for up to ten (10) permits.
- Transfer of laboratory results from internal and external lab sources.
- Schedule tracking for all sampling requirements.
- Sending exceedance alerts to relevant staff.
- Customized dashboards.

Recommendation:

The Water Reclamation and Water Production Divisions recommend a sole source purchase order be issued to KLIR, Inc. in the amount of \$68,000.00 for the purchase of a 1-year sampling and monitoring contract with permit management of up to 10 permits, including a one-time set up fee of \$15,000.00. All set up will be performed offsite by KLIR, Inc. staff, with no need for facility access. On August 2, 2024, Water Reclamation held meetings with KLIR, Inc. and the City's IT Department and the City's IT Department determined KLIR's software platform complied with all cybersecurity protocols.

Funding Availability:

Funds are budgeted and available for fiscal year 2025 in the following Water Production and Water Reclamation Tyler Operating Accounts:

- Water Production #400-36011-531399-36-70-533030-000-000, Other Professional Services (SRO), \$34,250.00
- Water Reclamation #400-36015-531399-36-70-535030-000-000, Other Professional Services (Everest WRF), \$17,125.00.
- Water Reclamation #400-36016-531399-36-70-535030-000-000, Other Professional Services (Southwest WRF), \$17,125.00.

Should you have any questions please feel free to contact Jeff Walter, Water Reclamation Manager at (239) 574-0873 or email me at jwalter@capecoral.gov.

JP/jf: (Sole Source Request – Purchasing 1-year Contract w/Klir)

C: Jeff Walter, Water Reclamation Manager
Gustave Dowd, Water Production Manager
Marcus Papp, Utilities Maintenance Supervisor SWWRF