



Mike Brofka
Water Utility Superintendent
Department of Public Works
mbrofka@westalliswi.gov
414.302.8830

MEMORANDUM

TO: Public Works Committee/ Administration and Finance Committee
FROM: Michael Brofka, Water Utility Superintendent
DATE: May 20, 2020
SUBJECT: Sole Source Purchase- PRSMS-2-V4 2 Monitoring Module and Testing Station

This letter is to recommend the sole source purchase of 2 PRSMS-2-V4 2 Monitoring Module and Testing Stations, manufactured by Rundle-Spence.

This is a proprietary device that is designed and manufactured specifically to monitor lead and copper in a controlled environment. This unit is the approved unit in the DNR mandated Optimized Corrosion Control study to measure lead and copper release in the system water.

The pricing is considered to be fair and reasonable. I request your approval of this vendor.

The proposal price of **\$11,586.00 is for 2 complete units.** It should be noted that these units will still be useful to monitor the systems lead and copper, even after the Optimized Corrosion Control Study is complete.

Respectfully,

Mike Brofka
Water Utility Superintendent

CC: DW



Rundle - Spence

Plumbing • Heating • Industrial

Wholesalers Since 1871

2075 SOUTH MOORLAND ROAD
NEW BERLIN, WISCONSIN 53151
PHONE (262) 782-3000
1-800-783-6060
FAX (262) 782-5078

2800 INDUSTRIAL DRIVE
MADISON, WISCONSIN 53713
PHONE (608) 222-0636
1-800-783-7373
FAX (608) 222-4164

www.rundle-spence.com

2800 Industrial Dr.
Madison, Wi. 53713
Jan. 27th, 2020

Michael Brofka
Water Systems Superintendent | DPW - Water Division
City of West Allis
6300 W. McGeoch Ave. | West Allis, WI 53219
(mbrofka@westalliswi.gov)
Ref: PRS Monitoring Station

Dear Michael,

We here at Rundle Spence are excited to be providing you with a quote for Process Research Solutions water test stations. Attached is a quotation for (2) 2-chamber station, including Metal test plates. Shipping to your facility is included, please confirm address in your PO.

Please review the attached quote, if it's to your satisfaction, I would ask that you send back a Purchase Order to my attention via email or mail to our Madison facility. If you have any questions please feel free to contact me or Abigail.

These assemblies are not a stock product for us and as such, some of the components are purchased and assembled after we receive the PO. In addition, once they are assembled into this station they are non-returnable. Therefore, we would kindly ask that you either open an account with us or provide a 50% down payment with your P.O., which can be paid by CC, just indicate that on your P.O. Attached is a credit application, please fill out completely to establish an account with a line of credit or just the billing and shipping info if you plan to provide a deposit.

Typical lead time is 4-6 weeks, however we currently have enough parts in stock to build your stations, which will shorten the lead time to 2-3 weeks after we receive a PO and deposit (or your credit app.).

Again we look forward to working with you on this project, thank-you for the opportunity.

Best Regards,

Rob Spence
Rundle Spence
1-608-222-0636
robs@rundle-spence.com

Enclosure: Quotation for (1) stations, Rundle Spence Credit App.



Quotation

RUNDLE-SPENCE (MADISON)
2800 INDUSTRIAL DR
MADISON, WI 53713-2252
608-222-0636 Fax 608-222-4164

QUOTE DATE	QUOTE NUMBER
01/03/20	S2815732
ORDER TO: RUNDLE-SPENCE (MADISON) 2800 INDUSTRIAL DR MADISON, WI 53713-2252 608-222-0636 Fax 608-222-4164	PAGE NO. 1

QUOTE TO:
CASH SALES
ENTER ADDRESS HERE !
ENTER NAME HERE!
NEW BERLIN, WI 53151

SHIP TO:
CASH SALES
West Allis Water Utility
6300 W. McGeoch Ave
WEST ALLIS, WI 53219

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON	
10593	Michael Brofka		R/S HOUSE SALES PERS	
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT
Rob Spence x	BR1 SOUTHEAST	CASH ON DELIVERY	01/03/20	No
ORDER QTY	PART NO	DESCRIPTION	UNIT PRICE	NET AMOUNT
2ea	1454006	WIP PRSMS-2-V4 2 MODULE MONITORING AND TESTING STATION V4 "VERSION 4" IF RETURNABLE SUBJECT TO RESTOCKING	5496.000ea	10992.00
4bg	1442540	RSM-PRS-PLATE-CU, COPPER METAL PLATES, SET OF (8) 2"x 2" PLATES, CDA110/ USN#11000 COPPPER, GLASS BEAD FINISH, 2 SETS REQUIRED PER CHAMBER	93.500bg	374.00
4bg	1442542	RSM-PRS-PLATE-PB, LEAD METAL PLATES, SET OF (8) 2"x 2" PLATES, 100% LEAD, 2 SETS REQUIRED PER CHAMBER	55.000bg	220.00
		IF RETURNABLE SUBJECT TO RESTOCKING		
		TAXES NOT INCLUDED		

THIS IS A QUOTATION
Prices are firm for 30 days, subject to
change without notice after 30 days.
APPLICABLE TAXES EXTRA !

Subtotal	11586.00
S&H CHGS	0.00
Amount Due	11586.00

Application & Agreement for Commercial Credit



Page 1

Business Name / Address of Applicant

This confidential credit application is made for Rundle Spence Mfg. Co (supplier) to extend credit to:

Full Legal Name _____ Phone _____ Fax _____

County _____ Website _____

Mailing Information

Address _____

City _____

State _____ Zip _____

Shipping Information

Address _____

City _____

State _____ Zip _____

Legal Structure

Federal ID No. _____ D&B No. _____ SIC Code _____

Partnership Corporation Sole Proprietor LLC LLP

Owners, Partners, Corporate Principals, and / or Members

1 Name _____ Address _____ Home Phone _____
Title _____ City _____ Cell Phone _____
Social Security No. _____ State, Zip _____

2 Name _____ Address _____ Home Phone _____
Title _____ City _____ Cell Phone _____
Social Security No. _____ State, Zip _____

3 Name _____ Address _____ Home Phone _____
Title _____ City _____ Cell Phone _____
Social Security No. _____ State, Zip _____

4 Name _____ Address _____ Home Phone _____
Title _____ City _____ Cell Phone _____
Social Security No. _____ State, Zip _____

Application & Agreement for Commercial Credit

Page 2



Type of Business

Plumbing MP License No. _____
 Contractor
 Mechanical

Refrigeration
(EPA certificate required to purchase certain refrigerant products)
 Excavator
 Municipality / Government

Other (please specify) _____
 General Contractor
 Pump & Well

Heating
 Remodeler

Manufacturer
 Waterworks

Date Business Established _____ No. of Employees _____ Annual Sales _____ Credit Limit Desired _____

Do you accept backorders? Yes No Do you require PO Nos.? Yes No

Have you ever been bankrupt, surrendered collateral, had or have any judgments, liens or other legal proceedings against you? Yes No
(If yes, give details)

Have you ever been in business under any other name? Yes No (If Yes, provide Name, Address, City, State, Zip)

Are you exempt from sales tax? Yes No (If Yes, must supply a copy of your Tax Exemption Certificate)

Contacts

Persons authorized to use account

1	_____	_____	_____
	Name	Position	Email
2	_____	_____	_____
	Name	Position	Email
3	_____	_____	_____
	Name	Position	Email
4	_____	_____	_____
	A / P Contact	Phone No.	Email
5	_____	_____	_____
	Purchasing Agent	Phone No.	Email

Credit Card and Billing

Credit card payment information

_____	_____	_____
Card type	Card no.	Name on card
_____	_____	_____
Expiration date	3 or 4 digit security code	Card billing zip code

Rundle-Spence Mfg. Co. is doing our part for the environment by offering electronic invoicing. We encourage you to participate by selecting a method below.

Invoices : Email Fax Email or Fax No. _____ Mail

Statements: Yes No Email or Fax No. _____ Mail

Trade References

Please supply at least 3 trade references with whom you have a minimum one year history

1	2	3
_____	_____	_____
Company Name	Company Name	Company Name
_____	_____	_____
Contact	Contact	Contact
_____	_____	_____
Address	Address	Address
_____	_____	_____
City	City	City
_____	_____	_____
State	State	State
Zip	Zip	Zip
_____	_____	_____
Phone No.	Phone No.	Phone No.
_____	_____	_____
Fax No.	Fax No.	Fax No.

Banking Reference

_____	_____	_____
Bank name	Phone no.	Fax. no.
_____	_____	_____
Street address or PO Box	City	State
_____	_____	Zip
_____	_____	_____
Contact	Checking account no.	_____

Terms, Conditions and Sales Agreement (continued on next page)

- 1) Acceptance of Terms and Conditions:** Orders are accepted on the basis of terms and conditions in effect at the time the order is received and approved by "SELLER". Acceptance of any products delivered hereunder by "SELLER" or any of its Assignees shall constitute Buyers agreement to the terms and conditions set forth herein or as found in our invoices, pick tickets, and order forms. No considerations stated by Buyer in its offer acceptance shall be binding on "SELLER" if in conflict with, inconsistent with, or in addition to "SELLERS" each time an order is received.
- 2) Prices:** Prices and pricing policies will be those set forth in "SELLERS" price list in effect at the time of shipment. Prices are subject to change without notice.
- 3) Terms of Payment:**
 - a) Unless agreed upon in writing, upon approval of credit, terms of payment shall be 30 days net.
 - b) Past due invoices are subject to service charges of 1-1/2% per month (18% per annum, or the maximum legal rate) from invoice date until paid.
 - c) Orders are subject to a minimum charge of \$20.00 (No minimum on cash sales at our counter)
 - d) Return checks are subject to a \$20.00 charge.
 - e) If Buyer fails to fulfill these terms or if "SELLER" at any time has any doubt as to Buyer's financial responsibility, "SELLER" may demand immediate full payment and decline to make further deliveries except against cash or satisfactory security.
 - f) Any indebtedness owing from Buyer to "SELLER" can be set off and applied by "SELLER" and associated companies on any indebtedness at any time, from time to time, either before or after maturity of demand.
- 4) Deliveries:** All orders are subject to a minimum delivery charge of \$15.00. If order is shipped via "SHIPPERS" truck and the order's value is over \$400.00, this will be waived.
- 5) Inspection / Acceptance:** You will have 72 hours from the time you receive the goods to inspect and reject them. After 72 hours, the goods will be deemed accepted unless you have notified us in writing of their rejection and the claimed nonconformity. We do not authorize any returns without our prior written approval. We will have the right to cure any non-conformity within a reasonable time after we receive notice.
- 6) Returns:** Customer must obtain a return goods authorization ("RGA") prior to returning goods. Unless we have erred in filling an order, all returns must be prepaid. All exchanges of product made by our vehicles will be subject to a delivery charge. No merchandise will be accepted for return which was special ordered. We reserve the right to determine if the Buyer has abused the item in question. If it can not be returned to stock, credit will not be given. All returns must be accompanied by original shipper or invoice. Orders returned due to customer error must be prepaid and are subject to restocking charges. No material will be accepted without a "RGA". No returns after 60 days.

