



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

October 8, 2026

To: Jennifer Hibit, Secretary to the Authority

From: Lavonya C. Lester, Director of Administration *LCL*

Subject: Sole Source Purchase over \$20,000
Chemtrac Organics Monitor
PO# CDL26-0013 / PN 202600251

On September 30, 2026, Central Purchasing received a purchase request for (2) Chemtrac UVM5000 organics monitors and accessories. The total cost for the equipment is \$27,268.00

This piece of equipment measures organic matter in the water sources and determines if alternative treatment techniques or corrective treatment measures are needed in the water.

The Chemtrac UVM5000 is an online, 24hr continuous organics monitor that uses a 254 nm ultraviolet light source to measure natural organic matter (NOM) in water, serving as a surrogate for total organic carbon (TOC) and helps in detecting precursors to disinfection byproducts. The instrument shines UV light at 254 nm through a quartz flow cell in the sample stream. UV absorbance (UVA) or UV transmittance (UVT) is recorded; higher absorbance means more organics present. UV254 is especially sensitive to aromatic or reactive organics, which, when combined with chlorine, can form disinfection byproducts (DBPs) It also manages the following:

- Monitors organics removal efficiency
- Detects changes in coagulant demand
- Optimize UV disinfection systems
- Tracks DBP potential

The items will be purchased from Chemtrac directly as it is the manufacturer and sole source supplier for this equipment.

Budget:

Unit: 1010 – Sturgeon Point

GL: 402000 - 651110 (materials and supplies)

Unit: 1015 – Van De Water

GL: 401000 – 640210 (materials and supplies)

Enclosed: Sole justification form, letter from manufacturer and quote.

LCL:jmf

Attachments

cc: PUWA-722-202601

ERIE COUNTY WATER AUTHORITY AUTHORIZATION FORM
For Approval/Execution of Board Meeting Documents

Requestor/Project Mgr.: Lavonya C. Lester **Project No.:** 202600251

Document Name/Description: Chemtrac Organics Monitor UVM5000

Item Description: **Choose one:** Single/Sole Source Purchase - \$20,000 and above

Other: _____

Action Requested: **Choose one:** Board Approval

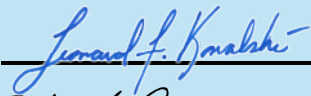
Other: _____



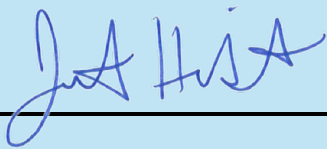
If Applicable, the MPO Amendment Form has been submitted to Central Purchasing.

APPROVED AS TO CONTENT:

✓Required Approvals:

☒	Chief Financial Officer	<u></u>	Date: <u>10/08/2026</u>
☒	Chief Operating Officer	<u></u>	Date: <u>10/08/2026</u>
☒	Claims Rep. – Risk Manager	<u></u>	Date: <u>10/9/2026</u>
☐	Comptroller	_____	Date: _____
☒	Director of Administration	<u></u>	Date: <u>10/08/2026</u>
☐	Director of Distribution	_____	Date: _____
☐	Director of Human Resources	_____	Date: _____
☐	Director of Cybersecurity & IT	_____	Date: _____
☐	Director of Planning & WS	_____	Date: _____
☐	Director of Production	_____	Date: _____
☐	Director of Water Quality	_____	Date: _____
☒	Executive Engineer	<u></u>	Date: <u>10/8/2026</u>
☒	General Counsel (Legal)	<u></u>	Date: <u>10/8/2026</u>
☐	Sr. Director of Operations & Infra.	_____	Date: _____
☐	Other:	_____	Date: _____

APPROVED FOR BOARD RESOLUTION

Secretary to the Authority  **Date:** 10/9/2026

Remarks: PO Number CDL26-0013

Resolution Date: _____ **Item No:** _____

SOLE SOURCE JUSTIFICATION

Requisition Item: Chemtrac UV254 Organics Meter - UVM5000

Purchase Order or Master Purchase Order Number: CDL26-0013

Prior Purchase Order or Master Purchase Order Number (if item has been approved previously): JJM18-0018

1. Please describe the item and its function: The Chemtrac UVM5000 measures organic loading in source waters. This measurement parameter indicates when it is appropriate to initiate alternative treatment techniques or other corrective treatment actions.

2. This is a sole source* because:

- ☒ Sole provider of a licensed or patented good or service;
- ☒ Sole provider of items that are compatible with existing equipment, inventory, systems, programs or services;
- ☐ Sole provider of goods and services for which the Authority has established a standard**;
- ☐ Sole provider of factory-authorized warranty service;
- ☐ Vendor/distributor is a holder of a used item that would represent good value and is advantageous to the Authority (please attach information on market price survey, availability, etc.);
- ☐ Sole provider of goods or services that will meet the specialized needs of the Authority or perform the intended function (please detail below or in an attachment).

Chemtrac is the sole supplier for their equipment in New York State.

3. What necessary features does this vendor provide which are not available from other vendors? Be specific.
We have had an extensive history with Chemtrac UV measurement and have had good results with equipment that runs 24 hours a day, 7 days a week, 365 days a year. We have been using them for so long that we have built up spare parts inventory and donor analytical units.

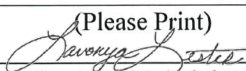
4. What steps were taken to verify that these features are not available elsewhere?

- ☒ Verification from manufacturer of sole source attached (current year).
- ☐ Other brands/manufacturers were examined (please list phone numbers and names and explain why these were not suitable).
- ☐ Other vendors were contacted (please list phone numbers and names and explain why these were not suitable).

SUBMIT TO DIRECTOR OF ADMINISTRATION FOR APPROVAL

Buyer's Signature: 
Buyer's Name Christopher Louth

Date: 09/30/2026

Approved: 
(Please Print)
Director of Administration

Date: 10/08/2026

* Sole Source: Only one vendor possesses the unique and singularly available capability to meet the requirement of the solicitation.

** Procurement of items for which the Authority has established a standard by designating a brand or manufacturer or by pre-approving via a testing, shall be competitively bid if there is more than one vendor of the item.



July 1, 2026

To Whom It May Concern:

Chemtrac LLC, based in Norcross Georgia, is the manufacturer and only source for the UVM5000 UV Monitor and for spare parts, rebuilds, upgrades and service in the State of New York.

If you have any further questions or need to order parts, please contact us at the numbers below.

Sincerely,



PAUL SHIELDS

Northeast Sales Manager

Chemtrac LLC

Office 770-449-6233

Cell 215-920-0237

pshields@chemtrac.com

chemtrac.com



1555 Oakbrook Dr, Suite 100
Norcross, GA 30093
Phone: 770.449.6233 Website: www.chemtrac.com

Quotation

Quote Number: QN18841
Revision Number: 3
Date of Quote: Sep 30, 2026
Valid Until: Nov 30, 2026

TO:

Christopher Louth
Derby, NY / Erie Co. Water Auth. / Sturgeon Point
350 Ellicott SQ / 295 Main Street
Buffalo NY 14203-2494
clouth@ecwa.org | (716) 849-8484

Salesperson: Paul Shields, pshields@chemtrac.com

Delivery: 2 - 3 Weeks

Shipping Terms: FOB Norcross, GA, | Carrier: UPS

Payment Terms: Net 30

Item	Product Details	Qty	Price	Total
1	Online UV254 Organics Monitor UVM5000 UVM5000 Range: 0-100% UVT & 0-2.000 UVA. Includes 1cm x 2cm quartz measurement cell, 4-20 mA Output, dehumidifier, and power supply. Available options available for purchase include NTU Compensation, Auto-Clean Module, and Dual-Feed Module.	2	\$ 11,310.00	\$ 22,620.00
2	UV Lamp With Ribbon Cable (UVM5000, UV1) 25190-R Replacement UV lamp with Ribbon Cable for UVM5000 and UV1.	6	\$ 380.00	\$ 2,280.00
3	Ribbon Cable (UVM5000, UV1) 25390 Replacement ribbon cable for UVM5000 and UV1.	4	\$ 62.00	\$ 248.00
4	Flow Cell, Quartz, 1 cm x 2 cm (UVM5000, UV1) 25150	2	\$ 835.00	\$ 1,670.00
5	Shipping Estimate SHIP-EST Shipping estimate only.	1	\$ 450.00	\$ 450.00
			Sub Total	\$ 27,268.00

Unless otherwise stated above, the prices shown on this quote do not include installation, shipping, or any applicable taxes.

Attention Tax Exempt Customers: Please submit your current tax exemption or reseller certificate with your order to prevent tax charges on your invoice.

GENERAL TERMS AND CONDITIONS

By accepting this quotation, you agree to our General Terms and Conditions of sale.

These terms can be viewed, downloaded, or printed at:

<https://chemtrac.com/terms-and-conditions>

Marissa N. Tesi

From: Christopher Louth
Sent: Wednesday, September 30, 2026 10:58 AM
To: centralpurchasing
Subject: CDL26-0013
Attachments: Chemtrac UVM5 NY Sole Source Letter.pdf; QT_Derby- NY Erie Co. Water Auth. Sturgeon Point (002).pdf; Chemtrac Sole Source Justification CDL26-0013.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Good morning,

Please find attached the documentation for PO CDL26-0013. I believe I have everything I would need attached. If you have any questions or need something else, please let me know. These are direct replacements for failed equipment that both Nick and I have.

Thank you!

Christopher Louth

Sr. Water Treatment Plant Operator

Erie County Water Authority - Sturgeon Point Plant

722 Sturgeon Point Rd. Derby, New York 14047

(716) 685-8344 | clouth@ecwa.org

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