

**AGENDA ITEM REPORT**

DATE: April 3, 2018
DEPARTMENT: Utilities
REQUESTER: Pamela Keyes
TITLE: Award Contract to Purchase Corrosion/Scale Inhibitor for Utilities Water Plants

I. MOTION REQUESTED

- A. Award Invitation to Bid No. B180012LKD, Corrosion/Scale Inhibitor for Utilities Water Plants, to American Water Chemicals Inc. for use on an as needed basis for the purchase of polyphosphate corrosion inhibitor for the County's water treatment plants for an initial period of one year, as approved in the department's annual adopted budget.
- B. Authorize the Chair to execute the contract documents on the behalf of the Board of County Commissioners.
- C. Grant the Director of Procurement Management the authority to negotiate renewals of the contract, including changes in price, for up to three additional one-year periods, and/or to extend the contract, and to execute all associated documents, with County Administration approval, as approved in the department's annual adopted budget, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Awards contract to American Water Chemicals Inc., for use on an as-needed basis for the purchase of polyphosphate corrosion inhibitor for the County's water treatment plants for an initial term of one year. Total expenditures for this type of product during Fiscal Year 2016-2017 were approximately \$144,000.

III. BACKGROUND AND IMPLICATIONS OF ACTIONA) Board Action and Other History

On December 15, 2017, Procurement Management issued an Invitation to Bid No. B180012LKD to purchase corrosion/scale inhibitor for the County's water treatment plants. On the bidding deadline, January 17, 2018, Procurement received three responses, one bid and two "no-bid." After conducting an analysis of the submissions, staff recommends award to the lowest responsive and responsible bidder American Water Chemicals Inc.

B) Policy IssuesC) BoCC GoalsD) AnalysisE) Options**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	See Comments Below
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: Utilities Operating Program: Utilities Operating Project: Corrosion/Scale Inhibitor for Utilities Water Plants Account Strings: OD5360148700 or others as necessary	
G)	Fund Type?	Enterprise
H)	Comments: Expenditures will be as needed and in accordance with the department's annual adopted budget	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Corrosion Scale Inhibitor - Signed Contract	3/9/2018	Backup Material
Bid B180012LKD Corrosion/Scale Inhibitor for Utilities Water Plants	3/9/2018	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Utilities	Turner, Nicole	Approved	3/12/2018 - 4:58 PM
Utilities	Keyes, Pamela	Approved	3/13/2018 - 8:40 AM
Budget Services	Borman, Lori	Approved	3/15/2018 - 9:45 AM
Budget Services	Winton, Peter	Approved	3/19/2018 - 7:59 AM
County Attorney	Fraser, Andrea R.	Approved	3/19/2018 - 8:34 AM
County Manager	Meurer, Doug	Approved	3/26/2018 - 1:55 PM