

AGENDA ITEM REPORT

DATE: August 7, 2018
DEPARTMENT: Utilities
REQUESTER: Pamela Keyes
TITLE: Award Contract for Liquid Aluminum Sulfate

I. MOTION REQUESTED

- A. Award Invitation to Bid No. B180183MJG, Annual – Liquid Aluminum Sulfate, to C&S Chemicals of Georgia dba C & S Chemicals, Inc., for the annual supply of liquid aluminum sulfate on an as needed basis to Lee County Utilities, as approved in the department's annual adopted budget, for an initial period of one year.
- B. Authorize the Chair to execute the contract documents on 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's approval, as approved in the department's annual adopted budget, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Award contract to C&S Chemicals of Georgia dba C & S Chemicals, Inc. to furnish and deliver liquid aluminum sulfate to Lee County Utilities for use at their facilities for an initial period of one year with the option to renew for three additional one-year periods. Total expenditures for these products and services during Fiscal Year 2016-2017 were approximately \$202,334.37.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Procurement Management obtained proposals on behalf of the Board of County Commissioners for the project known as Invitation to Bid No. B180183MJG Annual – Liquid Aluminum Sulfate. On the bidding deadline of April 16, 2018, Procurement Management received four submittals. After conducting an analysis on the bid submissions, staff recommends making an award to C&S Chemicals of Georgia dba C & S Chemicals, Inc. as the low bidder meeting all specification requirements.

These products are budgeted annually within the Lee County Utilities operating budget. This product is used in the water treatment process for color removal from the raw water before the treatment process, prior to its distribution to the customers. Additionally, this product is used in the wastewater treatment to remove phosphorus from the discharge water. Expenditures for these services totaled approximately \$202,334.37 during Fiscal Year 2016-2017. Compared to the previous contract pricing, there is a price decrease of \$0.007 per gallon

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See Comments
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: Operating Program: Utilities Project: Aluminum Sulfate for Lee County Utilities Account Strings: OD5360148700 and 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
Vendor Executed Agreement- B180183MJG	7/18/2018	Agreement
080718R-C-28-Agreement-C&S Chemicals of Georgia dba C&S Chemicals Inc	8/16/2018	Agreement

REVIEWERS:

Department	Reviewer	Action	Date
Utilities	Turner, Nicole	Approved	7/23/2018 - 9:39 AM
Utilities	Keyes, Pamela	Approved	7/23/2018 - 9:52 AM
Budget Services	Henkel, Anne	Approved	7/24/2018 - 7:50 AM
Budget Services	Winton, Peter	Approved	7/24/2018 - 8:13 AM
County Attorney	Lira, Louis C.	Approved	7/24/2018 - 2:23 PM
County Manager	Winton, Peter	Approved	7/24/2018 - 2:34 PM