

AGENDA ITEM REPORT

DATE: March 5, 2019
DEPARTMENT: Utilities
REQUESTER: Pamela Keyes
TITLE: Annual Purchase of Sulfuric Acid for Lee County Utilities Water Treatment Facilities

I. MOTION REQUESTED

- A. Award Invitation to Bid No. B180475BAW, Annual – Supply of Sulfuric Acid, to Trammo, Inc., the responsible bidder with the lowest responsive bid, for a period of one year, as approved in the department's annual adopted budget.
- B. Authorize the Chair to execute the contract documents.
- C. Authorize the Director of Procurement Management to add or delete delivery locations as needed and to execute any documents necessary for these changes.
- D. Grant the County Manager or designee 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, as approved in the departments' annual adopted budget, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Award contract to Trammo, Inc., for the purchase of sulfuric acid for Lee County Utilities water treatment facilities for an initial period of one year with the option to renew for three additional one-year periods. This product is used at the water treatment plants to adjust the acidity or alkalinity (pH) control in various processes. Total expenditures for these goods for Fiscal Year 2017 - 2018 were approximately \$231,036.21.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Lee County Utilities submitted a request to Procurement Management to obtain bids to contract with a qualified vendor to provide sulfuric acid for use at Lee County Utilities facilities. On August 7, 2018, Procurement Management advertised B180475BAW, Annual – Supply of Sulfuric Acid on behalf of the Board of County Commissioners. On the bidding deadline of September 10, 2018, Procurement Management received two bids. After analysis of the bid submissions by Lee County Utilities and Procurement Management, it is recommended that award be made to Trammo, Inc., the responsible bidder with the lowest responsive bid, for an initial period of one year with the option to renew for three additional one-year periods, as approved in the department's annual adopted budget. This product is used at the water treatment plants for pH control in various processes.

Total expenditures for these services for Fiscal Year 2017 – 2018 were approximately \$208,146.64.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) 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 Project: Sulfuric Acid 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 Contract	2/12/2019	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Utilities	Turner, Nicole	Approved	2/13/2019 - 8:28 AM
Utilities	Keyes, Pamela	Approved	2/13/2019 - 9:31 AM
Budget Services	Guttery, Angela	Approved	2/13/2019 - 3:22 PM
Budget Services	Winton, Peter	Approved	2/13/2019 - 3:29 PM
County Attorney	Swindle, Amanda	Approved	2/13/2019 - 4:23 PM
County Manager	Meurer, Doug	Approved	2/20/2019 - 2:39 PM