



**AGENDA ITEM REPORT**

**DATE:** May 7, 2019  
**DEPARTMENT:** Utilities  
**REQUESTER:** Pamela Keyes  
**TITLE:** Award Contract for Granular Activated Carbon and Absorption/Filtration Services

**I. MOTION REQUESTED**

- A. Award Invitation to Bid No. B190100GWT, Granular Activated Carbon (GAC) and Absorption/Filtration Services - Annual, to Calgon Carbon Corporation, the responsible bidder with the lowest responsive bid, for an initial period of two years, as approved in the department's annual adopted budget.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the County Manager or designee the authority to negotiate renewals of the contract for up to three additional one-year periods, and/or to extend the contract up to six months, and to execute all associated documents, 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 Calgon Carbon Corporation to provide all labor, materials, equipment, and supervision for the supply of Granular Activated Carbon, as well as the removal and disposal of spent carbon, for an initial period of two years, with the option to renew for three additional one-year periods. This product is used at the Olga Water Treatment Plant for taste and odor removal. Total annual expenditures are projected in the amount of \$171,000.

**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 provide all labor, materials, equipment and supervision for the supply of Granular Activated Carbon, as well as the removal and disposal of spent carbon. On December 14, 2018, Procurement Management advertised B190100GWT, Granular Activated Carbon (GAC) and Absorption/Filtration Services – Annual.

On the bidding deadline of January 14, 2019, Procurement Management received one bid, and one no-bid submission. Lee County Utilities and Procurement Management completed an analysis and recommended the contract be awarded to Calgon Carbon Corporation, the responsible bidder with the lowest responsive bid, in the amount of \$171,000.00. This product is used at the Olga Water Treatment Plant for taste and odor removal. The actual cost for this chemical in FY18 was \$168,000.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$171,000
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: Granular Activated Carbon for the Olga WTP Account Strings: OD5360148700.505240	
G)	Fund Type?	Enterprise
H)		

Comments:  
Expenditures will be as needed and within the departments' annual approved, adopted budgets.

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">Vendor Executed Agreement</a>	3/25/2019	Agreement

**REVIEWERS:**

Department	Reviewer	Action	Date
Utilities	Keyes, Pamela	Approved	4/26/2019 - 2:46 PM
Budget Services	Guttery, Angela	Approved	4/26/2019 - 4:31 PM
Budget Services	Winton, Peter	Approved	4/28/2019 - 3:43 PM
County Attorney	Swindle, Amanda	Approved	4/29/2019 - 2:21 PM
County Manager	Meurer, Doug	Approved	4/29/2019 - 4:25 PM