



AGENDA ITEM REPORT

DATE: March 17, 2020
DEPARTMENT: Utilities
REQUESTER: Pamela Keyes
TITLE: Award Contract for Cartridge Filters for Water Treatment Plants

I. MOTION REQUESTED

- A) Award Invitation to Bid No. B190558BAG, Cartridge Filters for Water Treatment Plants – Annual to Tri-Dim Filter Corporation for the purchase of cartridge filters for water treatment plants, on an as needed basis, for an initial term of one year, in the amount of \$104,000.00.
- 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 renew the contract, for up to three additional one-year periods, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal.

II. ITEM SUMMARY

Award contract to Tri-Dim Filter Corporation for the purchase of cartridge filters for an annual amount of \$104,000. This product is used to remove particulate from the feed water at the reverse osmosis and nano filtration facilities. The unit price per filter is less than the previous per unit cost and the contract does not allow for price increases, creating in a potential savings of approximately \$37,700 annually. FY19 expenditures were \$81,400 and the increased annual estimated expenditures are due to projected increased flow demand. Funds are available for this purchase in the Utilities Operating Budget.

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 supply cartridge filters for the water treatment plants. On October 25, 2019, Procurement Management advertised B190558BAG, Cartridge Filters for Water Treatment Plants – Annual.

On the bidding deadline of December 3, 2019, Procurement Management received one bid. Lee County Utilities and Procurement Management completed an analysis and recommended the contract be awarded to Tri-Dim Corporation, the responsible bidder with the lowest responsive bid, in the amount of \$104,000.00. This product is used to remove particulates from the feed water at the reverse osmosis and nano filtration water treatment plants.

The awarding of this contract will save Lee County Utilities an estimated \$37,750.00 on the purchase of 9000 Melt Blown Cartridge Filters and 4400 Micron Wound Cartridge Filters for the North Lee County, Pine Woods, and Green Meadows Water Treatment Plants due to the reduced cost per filter. The Melt Blown Filters will decrease from \$11.57 each to \$8.50 and the Micron Wound Filters will decrease from \$8.55 each to \$6.25.

Filter Type	No. Ordered	FY19 Cost	FY19 Total	New Cost	New Total	Savings
Melt Blown	9000	\$11.57	\$104,130	\$8.50	\$76,500	\$27,630
Micron Wound	4400	\$8.55	\$37,620	\$6.25	\$27,500	\$10,120
					Total Savings:	\$37,750

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	\$104,000
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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: Cartridge Filters for Water Treatment Plants Account Strings: OD5361948700, OD5362748700, OD5363148700	
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
B190558BAG Tri-Dim Filter-Proposed Contract	2/14/2020	Contract
Sharepoint Approvals	2/14/2020	Backup Material
Signature Authorization	3/5/2020	Affidavit

REVIEWERS:

Department	Reviewer	Action	Date
Utilities	Keyes, Pamela	Approved	3/4/2020 - 9:44 AM
Budget Services	Guttery, Angela	Approved	3/5/2020 - 10:09 AM
Budget Services	Winton, Peter	Approved	3/5/2020 - 11:36 AM
County Attorney	Swindle, Amanda	Approved	3/5/2020 - 2:03 PM
County Manager	Brady, Christine	Approved	3/9/2020 - 1:53 PM