



AGENDA ITEM REPORT

DATE: August 4, 2020
DEPARTMENT: Utilities
REQUESTER: Pamela Keyes
TITLE: Award Annual Contract for Purchase of Chemicals for Water Treatment Facilities

I. MOTION REQUESTED

- A) Award Invitation to Bid No. B200253AEJ, Purchase of Sulfuric Acid – Annual, to Sulphuric Acid Trading Company, Inc. for the purchase and delivery of 93.19% - 95% sulfuric acid to Lee County water treatment facilities, for an initial term of three years, in the amount of \$318,420.00 annually.
- 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 one additional three year period, 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

Awards an annual contract to Sulphuric Acid Trading Company, Inc. as a result of a competitive bid solicitation to supply sulfuric acid for Lee County Utilities water treatment facilities for the annual amount of \$318,420.00. This product is used at the water treatment plant to adjust acidity or alkalinity (pH) in various treatment processes. This vendor was the only bidder on this solicitation; however, staff reviewed their pricing and found it comparable to the current supplier's pricing. The contract does not allow automatic price increases and only allows for negotiated price increases in the event of significant industry-wide market changes. The initial contract period is three years, with the option to renew for a second three-year period. Total expenditures for these services for Contract Year 2019-2020 were \$297,729.25.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Procurement Management obtained bids for project know as Invitation to Bid No. B200253AEJ, Annual Purchase of Sulfuric Acid. On the bid deadline of June 5, 2020, Procurement Management receive on submittal. After conducting an analysis of the bid submission, Sulphuric Acid Trading Company, Inc. was determined to be the responsible bidder with the lowest responsive bid.

Staff recommends awarding the annual contract to Sulphuric Acid Trading Company, Inc. for use on an as-needed basis in the amount of \$318,420.00. This is a \$14,594.40 annual increase compared to the previous contracted amount, which included additional price increases from the previous vendor.

The contract can be renewed, for a renewal term or terms not to exceed the initial Agreement term of three (3) years. The increments of renewal shall be at the sole discretion of the County as deemed in its best interest. Total expenditure for these services for Annual Contract Year 2019 – 2020 were \$297,729.25.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	\$318,420.00
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 Annual Contract Account Strings: Various Operating Budgets	
G)	Fund Type?	Enterprise
H)	Comments:	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
B200253AEJ Vendor Signed Agreement	7/13/2020	Agreement
Sulphuric Acid Trading Company Bid Submission 6-5-20	7/13/2020	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Utilities	Turner, Nicole	Approved	7/23/2020 - 8:17 PM
Utilities	Keyes, Pamela	Approved	7/27/2020 - 8:05 AM
Budget Services	Guttery, Angela	Approved	7/27/2020 - 11:32 AM
Budget Services	Winton, Peter	Approved	7/27/2020 - 12:08 PM
County Attorney	Swindle, Amanda	Approved	7/27/2020 - 1:20 PM
County Manager	Brady, Christine	Approved	7/27/2020 - 4:42 PM