



AGENDA ITEM REPORT

DATE: August 2, 2022
DEPARTMENT: Utilities
REQUESTER: Pamela Keyes
TITLE: Award Contract for Methanol for Wastewater Treatment

I. MOTION REQUESTED

- A) Award Invitation to Bid No. B220123CMR, Methanol to primary vendor Univar Solutions USA, Inc. and secondary vendor Thatcher Chemical of Florida, Inc. for the purchase and supply of Methanol on an as-needed basis, for an initial term of one (1) three-year (3) period, as approved in the department's annual adopted budget. Singular purchases in excess of \$100,000.00 will be presented to the Board for approval.
- 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 contracts for up to (3) three additional years 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 renewals.

II. ITEM SUMMARY

Awards competitively bid contracts to Univar Solutions USA, Inc. as the primary vendor and Thatcher Chemical of Florida, Inc. as the secondary vendor for supplying Methanol. The initial contract is for a three-year period, with an option to renew for up to three additional years. Methanol is used in the advanced wastewater treatment process as a carbon source for denitrification. Total expenditures for these services were \$60,548 for the prior twelve-month period.

III. BACKGROUND AND IMPLICATIONS OF ACTION

- A) Board Action and Other History
Procurement Management obtained bids for the project, known as Invitation No. B220123CMR, Methanol. On the bid deadline of April 25, 2022, Procurement Management received two bids. After analyzing the two bid submittals, Univar Solutions USA, Inc. and Thatcher Chemical of Florida, Inc. were determined to be the lowest responsive and responsible bidders.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
Methanol is used in the advanced wastewater treatment process as a carbon source for denitrification. Denitrification is the process whereby nitrogen is removed from wastewater. Methanol accelerates the biodegradation of nitrogen which converts nitrate into nitrogen gas.

The unit price for Methanol will increase from \$2.548 per gallon to \$2.6342 per gallon, or 3.4%.

- E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	\$61,000
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: Utilities Operating Program: Utilities Project: Methanol for Lee County Utilities Account Strings: Various LCU Operations account strings as needed	
G)	Fund Type?	Enterprise

H)	Comments: Expenditures will be on an as-needed basis and within department budget.
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V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
B220123CMR Thatcher Chemical	6/20/2022	Agreement
B220123CMR Univar OCR	6/20/2022	Agreement
080222R-C-47-Agreement for Methanol - Thatcher Chemical of Florida Inc.	8/11/2022	Agreement
080222R-C-47-Agreement for Methanol - Univar Solutions USA, Inc.	8/11/2022	Agreement

REVIEWERS:

Department	Reviewer	Action	Date
Utilities	Tucker, Mary	Approved	7/21/2022 - 9:18 AM
Utilities	Keyes, Pamela	Approved	7/21/2022 - 9:24 AM
Budget Services	Guttery, Angela	Approved	7/21/2022 - 10:15 AM
Budget Services	Winton, Peter	Approved	7/21/2022 - 2:10 PM
County Attorney	Jacob, Michael D.	Approved	7/25/2022 - 8:42 AM
County Manager	Salyer, Glen	Approved	7/25/2022 - 1:39 PM