



**AGENDA ITEM REPORT**

**DATE:** April 19, 2022  
**DEPARTMENT:** Utilities  
**REQUESTER:** Pamela Keyes  
**TITLE:** Award Contract for Zinc Orthophosphate for Water Treatment Facilities

**I. MOTION REQUESTED**

- A) Award Invitation to Bid No. B220147CMR, Zinc Orthophosphate to Chemrite, Inc. for the purchase and supply of Zinc Orthophosphate, on an as-needed basis, for an initial term of one (1) three-year (3) period, as approved in the departments' annual adopted budget. Singular purchases in excess of \$100,000 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 contract, for up to three (3) 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 a competitively bid contract to Chemrite, Inc. as the primary vendor for purchasing and supplying zinc orthophosphate. The initial contract is for a three-year period, with an option to renew for up to three additional years. Zinc Orthophosphate is used in the water treatment process to inhibit corrosion at the Green Meadows, North Lee County, and Pinewoods Water Treatment Facilities. This is an annually budgeted purchase. Total expenditures for these services for the prior twelve-month period were \$104,022.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History
- B) Policy Issues
- C) BoCC Goals
- D) Analysis  
 Procurement Management obtained bids for the project, known as Invitation No. B220147CMR, Zinc Orthophosphate - Annual. On the bid deadline of February 18, 2022, Procurement Management received three bids. After analyzing the three bid submittals, Chemrite, Inc. was determined to be the lowest responsive and responsible bidder.  
  
 Zinc Orthophosphate is used in County water treatment facilities to inhibit corrosion by forming a protective film on the inside of distribution piping and metal surfaces. Utilities budgets an annual amount based on annual projected water production.
- 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?<br>If yes, please include reasons in III(D) above.  | No                  |
| F) | Fund: Utilities Operating<br>Program: Utilities<br>Project: Zinc Orthophosphate for Lee County Utilities<br>Account Strings: OD5361948700, OD5362748700, OD5363148700 or other LCU account strings as needed. |                     |
| G) | Fund Type?  | Enterprise          |
| H) | Comments:<br>Expenditures will be on an as-needed basis and within the department's annual adopted budget.  |                     |

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description

[B220147CMR, Chemrite, Inc. Contract signed](#)

Upload Date

3/29/2022

Type

Agreement

**REVIEWERS:**

| Department      | Reviewer        | Action   | Date                |
|-----------------|-----------------|----------|---------------------|
| Utilities       | Tucker, Mary    | Approved | 4/7/2022 - 9:10 AM  |
| Utilities       | Keyes, Pamela   | Approved | 4/7/2022 - 9:12 AM  |
| Budget Services | Guttery, Angela | Approved | 4/7/2022 - 10:01 AM |
| Budget Services | Winton, Peter   | Approved | 4/7/2022 - 10:30 AM |
| County Attorney | Swindle, Amanda | Approved | 4/7/2022 - 11:15 AM |
| County Manager  | Salyer, Glen    | Approved | 4/11/2022 - 9:50 AM |