

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20130667

1. ACTION REQUESTED/PURPOSE:

- A. Approve award of RFP130426 SUPPLY OF GRANULAR ACTIVATED CARBON (GAC) AND ADSORPTION/FILTRATION SERVICES to the lowest responsive, responsible proposer meeting all proposal requirements, Calgon Carbon Corporation, at the prices as listed on the attached Lee County Tabulation sheet for a period of one year.
- B. Grant the Procurement Director the authority to administratively negotiate and renew this quote for four additional one-year periods under the same terms and conditions, if renewal/extension is in the best interest of Lee County; and, to exercise the price escalator clause in accordance with the terms of the contract. No increase in pricing will be allowed during the first year.
- C. Grant the Procurement Director the authority to act on behalf of the Board in the event of vendor non-compliance and proceed to the next low proposer in the event that the low proposer is unable to establish the effectiveness of their product.
- D. Approve annual expenditure of approximately \$168,000.

2. FUNDING SOURCE:

The funding source will be: Fund – Lee County Utilities Operations; Programs – Water Treatment Plants; Project – Other Contracted Services. Funding for these products is included in the annual Utilities Operating budgets.

3. WHAT ACTION ACCOMPLISHES:

Provides Lee County Utilities with a vendor to provide the turnkey exchange of spent Granular Activated Carbon (GAC) with new virgin GAC for use at their facilities. GAC is used in the water treatment process to remove taste and odor from the finished water prior to its distribution to customers.

4. MANAGEMENT RECOMMENDATION: Approve.

5. Departmental Category: C13F

6. Meeting Date: 8/13/2013

7. Agenda:

Consent

8. Requirement/Purpose: (specify)

- Statute
- Ordinance
- Admin Code AC-4-1
- Other

9. Request Initiated

Commissioner:
Department: UTILITIES
Division: No Divisions
By: Pam Keyes

10. Background:

On June 4, 2013, the Procurement Management Department received sealed quotations for the Supply of Granular Activated Carbon (GAC) and Adsorption/Filtration Services. On that date, two responses were received. The proposals were thoroughly reviewed at the Proposal Evaluation Committee meeting on June 18, 2013. The committee consisted of the following staff members: Pam Keyes, Interim Assistant County Manager, Chair; Chad Denney, Utilities; and, Hank Barroso, Utilities. Firms were evaluated on points-based criteria with a maximum score of 100 points achievable. Based on the total points scored a recommendation is being made to award to Calgon Carbon Corporation as the number one ranked (scoring 87 points) and low proposer meeting all specification requirements.

These products are budgeted annually within the Utilities operating budget. The total anticipated annual expenditure is in the amount of \$168,000. This product is used in the water treatment process to remove taste and odor from the finished water prior to its distribution to the customers.

11. Required Review:

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|-----------------------|----------------------------|------------------|----------------------|---------------------|---------------------------|
| <i>Pam Keyes</i> | <i>Robert Franceschini</i> | <i>Emma Wolf</i> | <i>Mike Figueroa</i> | <i>David Harris</i> | <i>Dawn Perry-Lehnert</i> |
| UTILITIES | Purchasing | Budget Analyst | Risk | Budget Services | County Attorney |
| <i>Doug Meurer</i> | | | | | |
| Public Works Director | | | | | |

12. Commission Action: APPROVED

Funds are available in account strings OD536014870.503490.

Attachments:

- (1) Bid Tabulation
- (2) Shortlist Evaluation Score Card
- (3) Calgon Carbon's Proposal
- (4) Solicitation Documents for RFP130426