



**AGENDA ITEM REPORT**

**DATE:** September 1, 2020  
**DEPARTMENT:** Utilities  
**REQUESTER:** Pamela Keyes  
**TITLE:** Award Annual Contract for Chemicals for Water and Wastewater Facilities

**I. MOTION REQUESTED**

- A) Award Invitation to Bid No. B200320DWJ, Sodium Hypochlorite for Water & Wastewater Facilities – Annual, Allied Universal Corp., as primary vendor, and Odyssey Manufacturing Co., as secondary vendor, for the supply and delivery of sodium hypochlorite, on an as needed basis, for an initial term of one-year, in the amount of \$777,000.00.
- 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 contracts, 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 renewals.

**II. ITEM SUMMARY**

Awards an annual contract to Allied Universal Corp., as primary vendor, and Odyssey Manufacturing Co., as secondary vendor, as a result of a competitive bid solicitation to supply Sodium Hypochlorite for Lee County Utilities water and wastewater treatment facilities for an annual amount of \$777,000.00. The contracts do 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 one year, with the option to renew for three additional one-year periods. This product is used at all water and wastewater treatment plants as a primary disinfectant. Total expenditures for these services for the prior twelve-month period during Fiscal Years 2019 and 2020 were \$657,573.87.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History.  
 Procurement Management obtained bids for project know as Invitation to Bid No. B200320DWJ, Annual Purchase of Sodium Hypochlorite. On the bid deadline of June 25, 2020, Procurement Management received two submittals. After conducting an analysis of the bid submissions, Allied Universal Corp., as primary vendor, and Odyssey Manufacturing Co. as secondary vendor, were determined to be the responsible bidders with the lowest responsive bids.  
  
 Staff recommends awarding the annual contract to Allied Universal Corp., as primary vendor, and Odyssey Manufacturing Co., as secondary vendor, for an annual amount of \$777,000.00. This is an annual increase of \$127,400.00 compared to the previous contracted amount. Total expenditure for these services for the prior twelve-month period during Fiscal Years 2019 and 2020 were \$657,573.87.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$777,000.00
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: Sodium Hypochlorite 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
<a href="#">B200320DWJ Allied Universal vendor executed</a>	8/10/2020	Agreement
<a href="#">B200320DWJ Odyssey Manufacturing vendor executed</a>	8/10/2020	Agreement

**REVIEWERS:**

Department	Reviewer	Action	Date
Utilities	Turner, Nicole	Approved	8/14/2020 - 10:23 AM
Utilities	Keyes, Pamela	Approved	8/14/2020 - 11:33 AM

9/2/2020

Coversheet

Budget Services  
Budget Services  
County Attorney  
County Manager

Henkel, Anne  
Winton, Peter  
Swindle, Amanda  
Brady, Christine

Approved  
Approved  
Approved  
Approved

8/14/2020 - 11:41 AM  
8/14/2020 - 12:48 PM  
8/14/2020 - 4:00 PM  
8/24/2020 - 12:37 PM