

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

**Blue Sheet No. 20020343**

**1. REQUESTED MOTION:**

**ACTION REQUESTED:**

Approve Bid Waiver #W-020369 requested by Public Works for Utilities to process invoices from U S Filter, Davis Process Products to purchase the chemical Bioxide (\$1.75/gallon), for equipment rental, and the service maintenance of lift stations. Equipment rental and service maintenance are billed monthly and prices vary due to services required.

In addition, request approval to continue utilizing this supplier for approximately 3 months until a new formal quote has been awarded.

**WHY ACTION IS NECESSARY:**

To process payments for nitrate used for odor control along with equipment rental and service maintenance at Lee County Utilities lift stations which have exceeded the \$25,000 formal procedure.

**WHAT ACTION ACCOMPLISHES:**

Completes investigation and quantification of the chemical amounts involved and allows for payment for this service until a formal procedure has been awarded.

**2. DEPARTMENTAL CATEGORY: 10**

COMMISSION DISTRICT # CW

*C 10 B*

**3. MEETING DATE:**

4-16-02

**4. AGENDA:**

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC WALK ON
- TIME REQUIRED:

**5. REQUIREMENT/PURPOSE:**  
(Specify)

- STATUTE
- ORDINANCE
- ADMIN. AC-4-1
- CODE
- OTHER

**6. REQUESTOR OF INFORMATION:**

- A. COMMISSIONER
- B. DEPARTMENT
- C. DIVISION Utilities

BY: Rick Diaz, Director

*4/1/02*

**7. BACKGROUND:**

On March 21, 2002, the Division of Purchasing received a request from Utilities to allow for payment of the purchases to US Filter in the amount of \$169,847.50 for Bioxide, and service maintenance/equipment rental used for odor control at various sewage lift stations.

Lee County Utilities have provided Purchasing with the specifications so that this service will be formally quoted. Funding is available and will come from the individual department or division's budget.

**ATTACHMENTS:**

- 1. Memorandum from Public Works, Utilities dated 3.21.02
- 2. Miscellaneous Obligation dated 3.25.02

**8. MANAGEMENT RECOMMENDATIONS:**

**9. RECOMMENDED APPROVAL:**

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services	G County Manager								
<i>[Signature]</i>	<i>James Sheehan 3-24-02</i>	NA		<i>Bearea Sasser Scheduling 4/4/02 only</i>	<table border="1"> <tr> <td>OA</td> <td>OM</td> <td>Risk</td> <td>GC</td> </tr> <tr> <td><i>4/3/02</i></td> <td><i>4/3/02</i></td> <td><i>4/4</i></td> <td><i>4-3-02</i></td> </tr> </table>	OA	OM	Risk	GC	<i>4/3/02</i>	<i>4/3/02</i>	<i>4/4</i>	<i>4-3-02</i>	<i>[Signature]</i>
OA	OM	Risk	GC											
<i>4/3/02</i>	<i>4/3/02</i>	<i>4/4</i>	<i>4-3-02</i>											

**10. COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

RECEIVED BY  
COUNTY ADMIN.  
*4/2 4:30*  
COUNTY ADMIN.  
*4/4 9:00*

*4/2/02*  
2:35pm  
CO. UTILITIES  
FORWARDED TO  
Budget  
2:31pm



Lee County  
SOUTHWEST FLORIDA

INTEROFFICE MEMORANDUM  
FROM  
PUBLIC WORKS  
UTILITIES

02 MAR 21 AM 11:34

TO: Janet Sheehan  
Purchasing Director

Date: March 19, 2002

From: Rick Diaz, P.E.  
Director

SUBJECT: U.S. FILTER  
MISCELLANEOUS OBLIGATION

In our continuing analysis of the procedures established for purchases and operations of LCU, we have identified several issues that require modification, deletion and/or improvement. One of these was the receiving and dispensing of chemicals used for odor control at our lift stations. It was discovered that these companies' representatives would visit our sewage lift stations, replenish the chemical tanks, annotate the amount dispensed, and proceed to bill us following the honor system. Even though we have ascertained that the chemicals were dispensed, we feel that it is in our best interest to provide one of our employees to physically sign and acknowledge the replenishing of the chemicals.

In order to approve this M.O., we conducted a thorough investigation and quantification of the chemical amounts involved. Upon completion of this analysis, we feel confident that these firms and their personnel are honest and indeed provided us with the chemicals being billed. Nevertheless, we have established the procedures mentioned above and no bill will be processed for payment unless it bears our employee's name and signature of approval. Both companies have been alerted and informed of these procedural changes and appreciate the changes.

We do apologize for the delay, but our investigation was lengthy and took longer than we expected. We hope we have provided sufficient information and that we have addressed all concerns. If any additional questions arise, please call me at 565-3705.

Thank you.

RD/kam

RECEIVED

02 MAR 28 AM 10:56

2002 MAR 25 PM 2:15

REQUEST FOR MISCELLANEOUS OBLIGATION

3/25/02  
(Date)

FROM: Lee County Utilities

VENDOR: US Filter Davis Process (#178507)

Fund No. 48700 Account No. OD53604 .505240  
(Dept/Div-Program-Object Code)

Amount: \$169,847.50 Fiscal Year: 01/02

DETAILED EXPLANATION:

LCU's issue for holding payments to this vendor was related to the way their product had been delivered in the past, without proper verification of the dispensed quantity on the Division's side, relying on an honor system. This practice has been discontinued and a new procedure adopted. LCU personnel must be present at all deliveries to certify and approve the supplied amount. Purchasing instructed us to prepare one of these forms to cover the pending invoices. Thus, we need approval of this MO to pay for the chemicals shipments received.

\_\_\_\_\_  
Authorized Signature  
(Department Director or above)

**IN ACCORDANCE WITH SECTION 22.0.1 ALL PURCHASE ORDERS FOR MISCELLANEOUS OBLIGATIONS MUST BE ISSUED BY PURCHASING.**

*DF*

If purchase amount exceeds \$25,000.00 - County Manager (or designee) signature is required.

APPROVED BY COUNTY MANAGER (OR DESIGNEE): .

Signature: *J. J. Jumper*

Date: 3-26-02

(AFTER APPROVAL A PURCHASE ORDER MUST BE ISSUED)



Davis Process Products

Remit to:  
PO BOX 101371  
ATLANTA, GA  
30392-1371

Tallevast, FL  
Phone: (941) 355 2971  
Fax: (941) 351 4756

Invoice 8916126

Date 03/21/02

Salesperson 04 04 04 04

Your Order# 22703

LEE COUNTY FINANCE  
P. O. BOX 2236

FORT MYERS, FL 33902  
USA

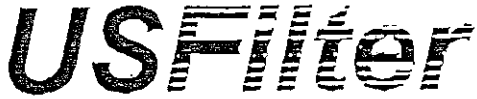
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LEE COUNTY FINANCE  
LIFT STATIONS  
FT MYERS, FL 33902

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Job: TAL013430

Account	Date Ship	Shipped Via	Collect	F.O.B.	Terms
LEE567632	03/20/02	890 USE/AF	Y	ORIGIN	NET 30 DAYS

Quantity	Description	Discount	Unit Price	Amount
3950	0030000 BIOXIDE (R) BOL #46898		1.75	6912.50
			TOTAL TAX	0.00
			FREIGHT	0.00
				6912.50

Please pay this amount



Davis Process Products

Remit to:  
PO BOX 101371  
ATLANTA, GA  
30392-1371

Tallevast, FL  
Phone: (941) 355 2971  
Fax: (941) 351 4756

Invoice 8915890

Date 02/22/02

Salesperson 04 04 04 04

Your Order# 23703

LEE COUNTY FINANCE  
P. O. BOX 2238

FORT MYERS, FL 33902  
USA

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LEE COUNTY FINANCE  
LIFT STATIONS  
FT MYERS, FL 33902

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Job:

Account	Date Ship	Shipped Via	Collect	F.O.B.	Terms
LEE567632	02/22/02	USF	Y	ORIGIN	NET 30 DAYS

Quantity	Description	Discount	Unit Price	Amount
3950	0300010 SERVICE MAINT/EQUIP RENTAL  FEBRUARY 2002 MONTHLY BILLING		0.05	197.50
			TOTAL TAX	0.00
			FREIGHT	0.00
				197.50

Please pay this amount



...taking care of the world's water.

### Davis Process Products

LEE COUNTY FINANCE  
P. O. BOX 2238  
  
FORT MYERS, FL 33902  
USA

Remit to:  
PO BOX 101371  
ATLANTA, GA  
30392-1371

Tallevast, FL  
Phone: (941) 355 2971  
Fax: (941) 351 4756

Invoice 8916017  
Date 03/07/02  
Salesperson 04 04 04 04  
Your Order# 23703

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LEE COUNTY FINANCE  
LIFT STATIONS  
FT MYERS, FL 33902  
  
Job: TAL013429

*check 3/13*

Account	Date Ship	Shipped Via	Collect	F.O.B.	Terms
LEE567632	03/06/02	890 USF/AF	Y	ORIGIN	NET 30 DAYS

Quantity	Description	Discount	Unit Price	Amount
3975	0030000 BIOXIDE (R)		1.75	6956.25
<p>BOL #46897</p> <p>APPROVE/PLEASE PAY, FROM <u>3/15</u></p> <p>Addr # _____ Inv# _____</p> <p>(Acct _____</p> <p>or _____</p> <p>PO) _____</p> <p>Dept Appr _____</p> <p>Fiscal Auth/Date _____</p> <p>The purchase of BIOXIDE® from USFilter Davis Products constitutes an implied license to practice the process of "Removal of dissolved hydrogen sulfide and reduction of sewage BOD in sewers and other waste systems" as described in United States Patent #Re. 36,651 and #Re. 37,181.</p>				
TOTAL TAX				0.00
FREIGHT				0.00
				6956.25

RECEIVED  
2002 MAR 11 AM 10:33

LEE CTY. FINANCE  
02 MAR 11 AM 10:50

Please pay this amount





...taking care of the world's water.

### Davis Process Products

Remit to:  
PO BOX 101371  
ATLANTA, GA  
30392-1371

Tallevast, FL  
Phone: (941) 355 2971  
Fax: (941) 351 4756

Invoice 8915622

Date 01/25/02

Salesperson 04 04 04 04

Your Order# 23703

LEE COUNTY FINANCE  
P. O. BOX 2238

FORT MYERS, FL 33902  
USA

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1/30*

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LEE COUNTY FINANCE  
LIFT STATIONS

FT MYERS, FL 33902

Job:

2002 JAN 31 AM 11:11  
RECEIVED

Account	Date Ship	Shipped Via	Collect	F.O.B.	Terms
LEE567632	01/25/02	USF	Y	ORIGIN	NET 30 DAYS

Quantity	Description	Discount	Unit Price	Amount
11625	0300010 SERVICE MAINT/EQUIP RENTAL  JANUARY 2002 MONTHLY BILLING		0.05	581.25
			TOTAL TAX	0.00
			FREIGHT	0.00
				581.25

LEE CTY, FINANCE  
02 JAN 30 AM 10:55

Please pay this amount

