



AGENDA MEMORANDUM

Future Item for the City Council Meeting of February 26, 2013
Action Item for the City Council Meeting of March 19, 2013

DATE: February 26, 2013

TO: Ronald L. Olson, City Manager

FROM: Michael Barrera, Assistant Director of Financial Services
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Water Treatment Chemicals

CAPTION:

Motion approving supply agreements with the following companies, for the following amounts for water treatment chemicals in accordance with Bid Invitation No. BI-0050-13, based on lowest responsible bid for an estimated annual expenditure of \$522,502.00 of which \$261,251.00 is budgeted for the remainder of FY 2012-2013. The terms of the contract will be for one year with options to extend for up to three additional twelve month periods, subject to the approval of the supplier and the City Manager or designee. Funds have been budgeted by the Water Department in FY 2012-2013.

Mosaic Crop Nutrition
Lithia, FL.
Hydrofluorosilicic Acid
\$140,182.00

Polydyne Inc.
Riceboro, GA.
Liquid Cationic Polymer
\$382,320.00

Grand Total \$522,502.00

PURPOSE:

These chemicals are used for the treatment of potable drinking water at the O.N. Stevens Water Treatment Plant.

BACKGROUND AND FINDINGS:

The options to extend the previous contracts have expired. The City is currently extending the present supply agreements for the above chemicals on a month to month basis.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Water Department

FINANCIAL IMPACT:

x Operating Revenue Capital Not applicable

Fiscal Year: 2012-2013	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$4,260,054.22	\$261,251.00	\$4,521,305.22
Encumbered / Expended Amount		\$1,529,090.29	\$0	\$1,529,090.29
This item		\$261,251.00	\$261,251.00	\$522,502.00
BALANCE		\$2,469,712.93		\$2,469,712.93

Fund(s): Water Fund

Comments: The \$261,251.00 financial impact shown above represents six months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$261,251.00 for the last six months of the contract will be requested during the normal FY 2013/2014 budget approval process.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation