



AGENDA MEMORANDUM

Future Item for the City Council Meeting of March 25, 2014

Action Item for the City Council Meeting of April 8, 2014

DATE: March 25, 2014

TO: Ronald L. Olson, City Manager

FROM: Paul Pierce, Acting Assistant Director of Financial Services
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Supply Agreement for Liquid Aluminum Sulfate

CAPTION:

Motion approving a supply agreement with General Chemical Performance Products LLC, Parsippany, New Jersey for liquid aluminum sulfate in accordance with Bid Invitation No. BI-0090-14 based on lowest responsible bid for an estimated annual expenditure of \$1,248,390.00, of which \$624,195.00 is required for the remainder of FY 2013-2014. The term of the agreement shall be for twelve (12) months with options to extend for up to two (2) additional twelve-month periods, subject to the approval of the supplier and the City Manager or designee. Funds have been budgeted by the Utilities Department in FY 2013-2014.

PURPOSE:

The liquid aluminum sulfate is used by the Utilities Department as a primary coagulant at the O.N. Stevens Water Treatment Plant.

BACKGROUND AND FINDINGS:

All options to extend the previous contract have been exercised.

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:

Utilities Department

FINANCIAL IMPACT:

Operating

Revenue

Capital

Not applicable

Fiscal Year: 2013-2014	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$4,239,665.98	\$624,195.00	\$4,863,860.98
Encumbered / Expended Amount		\$1,946,801.85	\$0	\$1,946,801.85
This item		\$624,195.00	\$624,195.00	\$1,248,390.00
BALANCE		\$1,668,669.13		\$1,668,669.13

Fund(s): Water Fund

Comments: The \$624,195.00 financial impact shown above represents six (6) months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$624,195.00 for the last six (6) months of the contract will be requested during the normal FY 2014-2015 budget approval process.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation