



AGENDA MEMORANDUM

Future Item for the City Council Meeting of December 10, 2013
Action Item for the City Council Meeting of December 17, 2013

DATE: 12/10/2013
TO: Ronald L. Olson, City Manager
FROM: Michael Barrera, Assistant Director of Financial Services
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Sodium Bisulfite Solution

CAPTION:

Motion approving a supply agreement with Calabrian Corporation, Port Neches, Texas for approximately 1,973,368 pounds of sodium bisulfite solution for use at the Wastewater Treatment Plants in accordance with Bid Invitation No. BI-0065-14, based on lowest responsible bid for an estimated twelve month expenditure of \$600,890.56 of which \$400,593.68 is required for the remainder of FY 2013-2014. The term of the supply agreement will be for twelve months with an option to extend for up to two additional twelve-month periods subject to the approval of the supplier and the City Manager or designee. Funds are available in the Wastewater Operations Budget in FY2013-2014.

PURPOSE:

This chemical will be used for dechlorination at the Wastewater Treatment Plants.

BACKGROUND AND FINDINGS:

The dechlorination is required by the Wastewater Discharge Permits.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and Texas State procurement laws.

EMERGENCY / NON-EMERGENCY:

Non-Emergency.

DEPARTMENTAL CLEARANCES:

Wastewater Department

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2013-2014	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$3,208,025.27	\$200,296.88	\$3,408,322.15
Encumbered / Expended Amount		\$712,773.92		\$712,773.92
This item		\$400,593.68	\$200,296.88	\$600,890.56
BALANCE		\$2,094,657.67		\$2,094,657.67

Fund(s): Wastewater Department

Comments:

The \$400,593.68 financial impact shown above represents eight months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$200,296.88 represents 4 months of expenditure that 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.