



AGENDA MEMORANDUM

Future Item for the City Council Meeting of May 14, 2013
Action Item for the City Council Meeting of May 28, 2013

DATE: May 14, 2013
TO: Ronald L. Olson, City Manager
FROM: Michael Barrera, Assistant Director of Financial Services
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Supply Agreement for Sludge Dewatering Polymer

CAPTION:

Motion approving a supply agreement with Polydyne Inc., Riceboro, Georgia for sludge dewatering polymer to be used at the wastewater treatment plants in accordance with Bid Invitation No. BI-0133-13, based on only bid for an estimated twelve month expenditure of \$162,958.00 of which \$40,739.50 is required for FY 2012-2013. The term of the contract will be for twelve months with 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 Operating Budget in FY 2012-2013.

PURPOSE:

This chemical will be used by the Wastewater Department to remove water from sludge.

BACKGROUND AND FINDINGS:

Not applicable.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Technical specifications require samples to be treated at each of the Wastewater Treatment Plants prior to bidding on this contract. This process assures the polymer will work as required. This requirement along with the specialized nature of the polymer limits the number of bidders that can participate in the bidding process.

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: 2012-2013	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$1,643,974.06	\$122,218.50	\$1,766,192.56
Encumbered / Expended Amount		\$1,129,010.95		\$1,129,010.95
This item		\$40,739.50	\$122,218.50	\$162,958.00
BALANCE		\$474,223.61		\$474,223.61

Fund(s): Wastewater Funds

Comments:

The \$40,739.50 financial impact shown above represents three months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$122,218.50 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.