



AGENDA MEMORANDUM

Future Item for the City Council Meeting of June 10, 2014
Action Item for the City Council Meeting of June 17, 2014

DATE: June 10, 2014
TO: Ronald L. Olson, City Manager
FROM: Christela Morales, Procurement Manager
christelam@cctexas.com
361-826-3169

Mark Van Vleck, P.E., Executive Director of Utilities
markvv@cctexas.com
361-826-1874

Supply Agreement for Sodium Hypochlorite Solution

CAPTION:

Motion approving a supply agreement with Brenntag Southwest, Inc., Houston, Texas for approximately 2,514,511 gallons of sodium hypochlorite solution in accordance with Bid Invitation No. BI-0151-14 based on lowest responsible bid for an estimated twelve month expenditure of \$1,271,849.61 of which \$423,949.87 is required for 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 Utilities Operations Budget in FY 2013-2014.

PURPOSE:

The Wastewater Department uses this chemical for disinfection of treated effluent at four Wastewater Treatment Plants. The Water Department will use this chemical at the Sand Dollar Pump Station to boost the disinfection properties of the potable drinking water.

BACKGROUND AND FINDINGS:

Not applicable.

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:

Utilities 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		\$7,431,165.23	\$847,899.74	\$8,279,064.97
Encumbered / Expended Amount		\$4,058,807.85		\$4,058,807.85
This item		\$423,949.87	\$847,899.74	\$1,271,849.61
BALANCE		\$2,948,407.51		\$2,948,407.51

Fund(s): Utilities Department

Comments:

The \$423,949.87 financial impact shown above represents four months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$847,899.74 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.