



AGENDA MEMORANDUM

Future Item for the City Council Meeting of September 18, 2018
Action Item for the City Council Meeting of September 25, 2018

DATE: September 11, 2018

TO: Keith Selman, Interim City Manager

FROM: Dan Grimsbo, Executive Director of Utilities
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<p>Supply Agreement for Hydrofluorosilicic Acid for Water Treatment for the O.N. Stevens Water Treatment Plant</p>

CAPTION:

Motion authorizing a one-year supply agreement for the purchase of hydrofluorosilicic acid from Univar USA, Inc. from Kent, Washington for \$195,750.00.

PURPOSE:

This item is to approve a supply agreement for hydrofluorosilicic acid for the O.N. Stevens Water Treatment Plant.

BACKGROUND AND FINDINGS:

The product hydrofluorosilicic acid will be used in the treatment of potable (drinking) water to reduce the incidence of dental caries (tooth decay). The Hydrofluorosilicic Acid will be fed by means of a liquid feeding system. Commercial strength hydrofluorosilicic acid has a typical strength of 25 percent acid content, and is produced as a co-product in the manufacture of wet-process phosphoric acid and other phosphate fertilizers.

The Purchasing Division conducted a competitive RFB process to obtain bids for a new contract. The City received four responsive, responsible bids, and is recommending the award to the lowest, responsive, responsible bidder, Univar USA, Inc.

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 procurements.

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Utilities Department -Water

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$7,924,177.02	\$179,437.50	\$8,103,614.52
Encumbered / Expended Amount	\$2,814,545.67	\$0.00	\$2,814,545.67
This item	\$16,312.50	\$179,437.50	\$195,750.00
BALANCE	\$5,093,318.85	\$0.00	\$5,093,318.85

Fund(s): Utilities - Water Fund

Comments: The initial contract term total is \$195,750.00, of which \$16,312.50 is funded in FY2017-18.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Supply Agreement
Bid Tabulation