



AGENDA MEMORANDUM

Future Item for the City Council Meeting of January 22, 2019
Action Item for the City Council Meeting of February 12, 2019

DATE: January 22, 2019
TO: Keith Selman, Interim City Manager
FROM: Kevin Norton, Director of Utilities
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Supply Agreement for Liquid Chlorine in Railcar
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CAPTION:

Motion authorizing a one-year supply agreement for liquid chlorine in railcar with Brenntag Southwest Inc, of Lancaster, Texas for an amount not to exceed \$303,288.

PURPOSE:

This item is to approve the purchase of liquid chlorine in railcar for O. N. Stevens Water Treatment Plant.

BACKGROUND AND FINDINGS:

Liquid chlorine is the primary disinfectant used for water treatment at the O. N. Stevens Water Treatment Plant.

The Purchasing Division conducted a competitive RFB process to obtain bids for a new contract. The City received two responsive bids, and staff is recommending the award to the lowest, responsive, responsible bidder, Brenntag Southwest 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 procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Utilities Department

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2018-2019	Current Year	Future Years	TOTALS
Line Item Budget	\$8,548,018.82	\$101,096.00	\$8,649,114.82
Encumbered / Expended Amount	\$1,996,983.25	\$0.00	\$1,996,983.25
This item	\$202,192.00	\$101,096.00	\$303,288.00
BALANCE	\$6,348,843.57	\$0.00	\$6,348,843.57

Fund(s): Water

Comments:

The initial contract term total is \$303,288, of which \$202,192 will be funded in FY2018-19.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Supply Agreement
Bid Tabulation