



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of May 14, 2019  
Action Item for the City Council Meeting of May 21, 2019

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**DATE:** May 6, 2019

**TO:** Keith Selman, Interim City Manager

**FROM:** Kevin Norton, Director of Water Utilities  
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<b>Liquid Chlorine 1 – Ton Cylinders for O.N. Stevens Water Treatment Plant</b>
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### **CAPTION:**

Motion authorizing a two-year supply agreement for the purchase of liquid chlorine 1-ton cylinders from DPC Industries, Inc. of Houston, Texas for a total amount not to exceed \$102,000.

### **PURPOSE:**

This item is to approve a supply agreement for liquid chlorine in 1-ton cylinders for the O. N. Stevens Water Treatment Plant.

### **BACKGROUND AND FINDINGS:**

The liquid chlorine will be used in treatment of potable (drinking) water. Liquid chlorine is defined as the commercially available form of liquefied elemental chlorine gas. The product liquid chlorine 1-ton cylinders is a secondary system and only runs when the primary feed system is offline.

The Contracts and Procurement Department conducted a competitive RFB process to obtain bids for a new contract. The City received one responsive bid, and staff is recommending the award to the lowest, responsive, responsible bidder, DPC Industries 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 - Water

**FINANCIAL IMPACT:**

X Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2018-2019</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$8,557,349.43	\$85,000.00	\$8,642,349.43
Encumbered / Expended Amount	\$3,955,081.65		\$3,955,081.65
This item	\$17,000.00	\$85,000.00	\$102,000.00
BALANCE	\$4,585,267.78		\$4,585,267.78

**Funding Detail:**

Fund: 4010 Water Fund  
Organization/Activity: 31010 Stevens Filter Plant  
Mission Element: 062 Treat Water  
Project # (CIP Only): N/A  
Account: 520010 Purification chemicals

**RECOMMENDATION:**

Staff recommends approval of the action as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation  
Supply Agreement