

**AGENDA ITEM REPORT**

DATE: May 17, 2022
DEPARTMENT: Utilities
REQUESTER: Pamela Keyes
TITLE: Award Contract for Sodium Hydroxide for Water Treatment Facilities

I. MOTION REQUESTED

A) Award Invitation to Bid No. B220047DWJ, Sodium Hydroxide 25% and 50% (Caustic Soda) - Annual to primary vendor Allied Universal Corp. and secondary vendor Univar Solutions USA Inc. for the supply and delivery of Sodium Hydroxide 25% and 50% (Caustic Soda), on an as-needed basis, for an initial term of three years, as approved in the departments' annual adopted budget. Individual purchases in excess of \$100,000.00 will be presented to the Board for approval.

B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.

C) Grant the County Manager or designee the authority to renew the contracts for up to three additional years and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no-cost increases associated with the renewals.

II. ITEM SUMMARY

Awards a competitively bid contract to Allied Universal Corp. as the primary vendor and Univar Solutions USA, Inc. as the secondary vendor for purchasing and supplying Sodium Hydroxide 25% and 50% (Caustic Soda). The initial contract is for a three-year period, with an option to renew for up to three additional years. Sodium Hydroxide is used in the water treatment process to balance the finished water pH prior to distribution and in the wastewater treatment for odor control. This is a budgeted, annual purchase. Total expenditures for these services for the prior twelve-month period were \$472,866.47.

III. BACKGROUND AND IMPLICATIONS OF ACTIONA) Board Action and Other History

Procurement Management obtained bids for the project, known as Invitation No. B220047DWJ, Sodium Hydroxide 25% and 50% (Caustic Soda) - Annual. On the bid deadline of February 21, 2022, Procurement Management received three bids. After analyzing the three bid submittals, Allied Universal Corp. and Univar Solutions USA Inc. were determined to be the lowest responsive and responsible bidders. Unit price increased from current contract: Sodium Hydroxide 25% increased from \$1.33/gal. to \$2.08/gal (56%) and Sodium Hydroxide 50% increased from \$695.30/ton to \$879.00/ton (26%).

B) Policy IssuesC) BoCC GoalsD) Analysis

Sodium Hydroxide is used in the water treatment process to balance the finished water pH prior to distribution and in the wastewater treatment for odor control. Utilities budgets an annual amount based on annual projected water and wastewater flows.

E) Options**IV. FINANCIAL INFORMATION**

| | | |
|----|---|---------------|
| A) | Current year dollar amount of item: | \$480,000 |
| B) | Is this item approved in the current budget? | Yes |
| C) | Is this a revenue or expense item? | Expense |
| D) | Is this Discretionary or Mandatory? | Discretionary |
| E) | Will this item impact future budgets? If yes, please include reasons in III(D) above. | No |
| F) | Fund: Utilities Operating Program: Utilities Project: Sodium Hydroxide for Lee County utilities Account Strings: Various LCU OPS account strings as needed | |
| G) | Fund Type? | Enterprise |
| H) | Comments: Expenditures will be on an as-needed basis and within the department's annual adopted budget. | |

V. RECOMMENDATION
Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

| Description | Upload Date | Type |
|--|-------------|-----------|
| Vendor Executed Agreement - Allied Universal Corp - B220047DWJ_OCR | 4/18/2022 | Agreement |
| B220047DWJ Univar Solutions OCR | 4/18/2022 | Agreement |
| 051722R-C-28-Sodium Hydroxide Agreement Allied Universal Corp. | 6/16/2022 | Agreement |
| 051722R-C-28-Sodium Hydroxide Agreement Univar Solutions USA Inc. | 6/20/2022 | Agreement |

REVIEWERS:

| Department | Reviewer | Action | Date |
|-----------------|-----------------|----------|---------------------|
| Utilities | Tucker, Mary | Approved | 5/5/2022 - 9:51 AM |
| Utilities | Keyes, Pamela | Approved | 5/5/2022 - 10:23 AM |
| Budget Services | Guttery, Angela | Approved | 5/5/2022 - 4:22 PM |
| Budget Services | Winton, Peter | Approved | 5/6/2022 - 9:10 AM |
| County Attorney | Swindle, Amanda | Approved | 5/6/2022 - 9:48 AM |
| County Manager | Salyer, Glen | Approved | 5/9/2022 - 10:06 AM |