



CITY COMMISSION STAFF REPORT

DEPARTMENT: Utilities Department

DATE: December 12, 2023

SUBJECT: Motion to approve and authorize the award of Bid, ITB 2023-4-UTL, Odor Control Chemicals, to the lowest, responsive and responsible bidder, Momar, Inc., and enter into an agreement for the purchase of odor control chemicals for the wastewater treatment plant in the amount not to exceed \$26,268.00. -
Utilities

CITY MANAGER RECOMMENDATION:

The City Manager recommends approval and authorization of the award of Bid, ITB 2023-4-UTL, Odor Control Chemicals, to the lowest, responsive and responsible bidder, Momar, Inc., and enter into an agreement for the purchase of odor control chemicals for the wastewater treatment plant in the amount not to exceed \$26,268.00.

The initial contract terms shall be for three (3) years and holds the potential for extension with two (2) additional one-year terms, contingent upon written consent and mutual agreement.

BACKGROUND OF ITEM:

Odor control measures are regularly employed in our wastewater treatment process to neutralize offensive odors. Momar, Inc.'s, Liquid Blossom 20X, is being recommended by the City staff after field-testing this product and finding it satisfactory. This chemical comes in 275-gallon totes and the staff estimates approximately eight (8) totes should be sufficient for one (1) year's consumption.

For competitive solicitation, the Purchasing Division released an Invitation to Bid (ITB), 2023-4-UTL, titled Odor Control Chemicals, in Sun Sentinel newspaper on August 24, 2023 along with posting it on DemandStar, an electronic purchasing portal. Five (5) bids received per tote, measuring 275 gallons, and the results are as follows:

- | | |
|-------------------------------------|------------|
| 1. Momar, Inc. | \$3,283.50 |
| 2. BioSafe Systems | \$3,750.00 |
| 3. KSM Solutions | \$4,262.50 |
| 4. Hill Manufacturing Company, Inc. | \$4,675.00 |
| 5. Atmos Technologies | \$5,087.50 |

ANALYSIS:

The Purchasing Division reviewed the bid responses, discussed them with the Utilities Department staff, and concluded that Momar, Inc. was the lowest, responsive and responsible bidder who met all the requirements of the ITB.

FISCAL IMPACT:

There is sufficient funding available in the Water and Sewer Utility Fund as follows:

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
450-931-535310-535	\$209,000.00	\$26,268.00	\$182,732.00

ALTERNATIVES:

N/A

ATTACHMENTS:

1. Momar, Inc. Contract Agreement
2. Exhibit A, ITB 2023-4-UTL – Odor Control Chemicals
3. Exhibit B, Momar, Inc. – Bid Response
4. ITB 2023-4-UTL – Odor Control Chemicals – Bid Tabulation
5. Vendor Compliance

Workflow History



User	Task	Action	Date/Time
Allen, Tedra	NEW ITEM: Not Yet Routed	Route to Purchasing	11/30/23 12:28 PM
Dodgen, Brandon	Assigned to Purchasing	COMPLETE: Forward to ...	12/07/23 10:28 AM
Allen, Tedra	Assigned to City Clerk	Route to Budget	12/07/23 10:43 AM
Nadeau, Mike	Assigned to Budget	COMPLETE: Forward to ...	12/07/23 04:19 PM
	<i>The fiscal impact section of the Staff Report is correct.</i>		
Allen, Tedra	Assigned to City Clerk	Route to Attorney	12/07/23 04:33 PM
Horowitz, Jacob	Assigned to Attorney	COMPLETE: Forward to ...	12/07/23 04:37 PM
Eggleston, Ryan	Assigned to City Manager	COMPLETE: Forward to ...	12/07/23 04:38 PM
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: End Wo...	12/08/23 11:18 AM
Allen, Tedra	END WORKFLOW - APPROVED		12/08/23 11:48 AM