



CITY COMMISSION STAFF REPORT

DEPARTMENT: Utilities

DATE: August 26, 2025

SUBJECT: Motion to approve the Piggyback Agreement with Broward County Contract No. OPN2130116B1_1 awarded to Brenntag Mid-South Inc. for the Purchase of Anhydrous Ammonia - **Utilities**

CITY MANAGER RECOMMENDATION:

The City Manager recommends that the Commission approve the use of Broward County Piggyback Contract No. OPN2130116B1_1, awarded to Brenntag Mid-South Inc., for the purchase of Anhydrous Ammonia (150lb cylinders). The contract is effective through August 1, 2026, with four optional one-year renewals to run concurrently with the Broward County contract. Purchases under this agreement shall not exceed the approved budget for each fiscal year of the contract term.

BACKGROUND OF ITEM:

The Water Treatment Plant relies on Anhydrous Ammonia as part of its water disinfection process. When combined with chlorine, it forms chloramines, which provide a longer-lasting residual disinfectant throughout the water distribution system, which helps to reduce disinfection byproduct formation.

ANALYSIS:

On August 14, 2025, the Utilities Department met with a representative from Brenntag to discuss the transition from Carlon to Brenntag. The meeting focused on ensuring a smooth changeover and maintaining uninterrupted water disinfection operations.

Broward County awarded Contract No. OPN2130116B1_1 to Brenntag Mid-South Inc. for the supply of Anhydrous Ammonia in 150lb cylinders, effective through August 1, 2026, at a unit price of \$216.90. This reflects cost savings of \$458.10 per cylinder compared to the previous contract price of \$675.00 with Carlon Inc.

PROCUREMENT:

Broward County issued an Invitation to Bid (ITB) No. OPN2130116B1 for Anhydrous Ammonia on April 3, 2025. On April 25, 2025, the submittal due date, two bids were opened and reviewed to ensure they meet the solicitation requirements. Contract OPN2130116B1 was awarded on May 29, 2025, to Brenntag Mid-South, Inc., for \$10,845.00 annually or \$54,225.00 if each renewal

option is exercised. The initial contract period started on August 2, 2025, for one year, ending August 1, 2026. The contract may be renewed for four additional one-year terms.

This purchase will be made pursuant to Sec. 2-258(f) of the Cooper City Procurement Code.

FISCAL IMPACT:

The Proposed FY26 Budget for Anhydrous Ammonia is \$25,000

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
450-911-535310-533 (Supplies – Chemicals	\$25,000.00	\$25,000	\$0.00

DELEGATED AUTHORITY

If this item is approved, the City Manager or City Manager’s designee will have the authority to execute all contract amendments and contract renewals in the amount of \$20,000.00 or less. The City Mayor or the Mayor’s designee will have the authority to execute all contracts. amendments and contract renewals in excess of \$20,000.00, pursuant to Sec. 2-255(3)(4) of the Cooper City Procurement Code.

ATTACHMENTS:

1. OPN2130116B – City Piggyback Agreement
2. OPN2130116B – Broward County Award Memo
3. OPN2130116B1_1 – Final Bid Packet
4. OPN2130116B1_1 – Submittal – Brenntag Mid-South
5. OPN2130116B1_1 – Advertisement