



Finance and Administration Services Department
PURCHASING DIVISION

115 S Andrews Avenue, Room 212, Fort Lauderdale, Florida 33301 | 954-357-6066 | FAX 954-357-5835 | broward.org/Purchasing

AWARD/REJECTION AUTHORITY MEMORANDUM

OPN2130116B1 – Anhydrous Ammonia, 150lb Cylinders

☒ RECOMMENDATION FOR AWARD

Vendor(s): Brenntag Mid-South, Inc.; VC00030235

Contract Type: ☐ Fixed ^[1] ☒ Open-End

Basis of Award: ☒ Low ☒ Responsive ☒ Responsible
☐ Split ^[2] ☐ Multiple ^[3] ☐ Single ^[4]

Initial One-Year Term Award Amount: \$10,845.00

Potential Five-Year Award Amount: \$54,225.00

AWARD JUSTIFICATION

☒ Price Analysis ☐ Clarification ☐ Waiver ^[5]

☐ RECOMMENDATION TO REJECT ^[6]

Vendor(s): [Insert Name(s)]

REJECT JUSTIFICATION

- ☐ Does not meet specifications: [Identify area]
- ☐ Single Bidder: pricing not fair/reasonable
[Reference justification included]
- ☐ Non-responsive (did not conform to any/all
material aspects of solicitation): [Identify area]
- ☐ Non-responsive: [Identify area]
- ☐ Other Reason: [Insert brief description, reference
justification included]

OPEN-END CONTRACT TERM(S) OR ☐ N/A (Fixed Contract)

Initial Term ^[7]: 08/02/2025 – 08/01/2026

Number of Renewal Option(s): Four (4)

Potential Contract Duration: Five (5) years. Expires 08/01/2030

Note: Term shall begin on date after expiration of current contract.

P-CARD

P-Card not applicable for
this contract ☐

Vendor(s): Brenntag Mid-
South, Inc.

Accepts:

☐ Yes ☒ No

ADDITIONAL INFORMATION

The purpose of this solicitation is to secure an open-ended contract to furnish and deliver Anhydrous Ammonia, 150-pound gas cylinders for Water and Wastewater Operations Division potable water pumping stations and distribution facilities.

¹ In accordance with the Internal Control Handbook, Page 216, Chapter 10, Section G, Repairs, if a firm fixed price is not available for equipment repair, a unit must be taken to a repair shop for disassembly and determination of repair costs, and repair. (2006)

² Award different line item or group to more than one Bidder.

³ Award same line item or group to more than one Bidder. (i.e., Primary, Secondary, Tertiary, etc.)

⁴ Sole Source/Sole Brand, Reasonable Source, Emergency, and Single Bids over \$100,000 must be added to the monthly activity report to the Board of County Commissioners, and a copy of this Award Rejection Authority Memorandum should be uploaded to your final PO or Procurement Contract.

⁵ Pursuant to Procurement Code, Section 21.37, a minor or non-substantive lack of conformity may be considered a technicality or irregularity and may be waived by the Director of Purchasing.

⁶ Pursuant to Procurement Code, Section 21.39, after all responses are open, any or all responses may be rejected by the Director of Purchasing, provided, however, that only the Board may reject all responses to a solicitation where the issuance of the solicitation was approved by the Board.

⁷ Dates (Initial Term and Final Expiration) are not known until the contract is awarded. Initial term here should be 'number of months or years of initial term'.

The Office of Economic and Small Business Development (OESBD) determined that no County Business Enterprise (CBE) participation goal should apply to this solicitation based on their review of the products and services requested and availability of CBE firms to perform the services.

The Water and Wastewater Operations Division (WWO) has reviewed the bid submitted by Brenntag Mid-South, Inc. (Brenntag) and concurs with the recommendation for the award. One County vendor Performance evaluations were completed for Brenntag, with an overall rating of 3.42 out of a possible 5.0. Copies of the vendor performance evaluations are available upon request.

The Purchasing Division reviewed the prices submitted by the low responsive, responsible vendor and has determined that the prices submitted are fair and reasonable.

Incumbent: Broward Nelson Fountain; Contract Number and Title: IND2124560Q1, Anhydrous Ammonia, 150LB Cylinder; Contract Term: August 02, 2022 through August 01, 2023, First Renewal: August 02, 2023 through August 02, 2024, Second Renewal: August 02, 2024, through August 02, 2025. Expenditures to date: \$51,775.00.

The bid was advertised on April 03, 2025 and opened on April 25, 2025; two bids were received with no declinations (Exhibit 1).

The Recommendation for Award was posted on the Purchasing Division website from May 28, 2025, to June 5, 2025.

SOLICITATION METHOD

☒ Invitation for Bid ☐ Request for Quote

☐ Emergency ^[4] ☐ Piggyback ^[4]

☐ Sole Brand ^[4] ☐ Sole Source ^[4]

☐ Only Source ^[3]

Date Notice posted: *

(*Applies to Sole Brand, Sole Source and/or Most Reasonable Source)

Responses: Yes ☐ No ☐

(If Yes, Director of Purchasing and/or Designee final Designation Date):

*

☐ [Standardized](#) by:

☐ Board: [Insert Date & Item No.]

☐ Director of Purchasing: [Insert Date]

SOLICITATION INFORMATION

Client Agency: Water and Wastewater Operations Division

Requisition ID: WWO0009418

Folder No: 2130116

Solicitation No: N/A
(For Informal Quotes Only)

Posted on: April 3, 2025

Opened on: April 25, 2025

Number of Responses: 2

Number of Declinations: 0

OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT (OESBD)

OESBD has reviewed this solicitation and determined:

- | | |
|--|--|
| <input type="checkbox"/> This firm is a certified [Small Business Enterprise (SBE)/County Business Enterprise (CBE)] and therefore is considered a responsive and responsible bidder under the OESBD provisions of this contract. | <input type="checkbox"/> This firm met the [County Business Enterprise (CBE)/Disadvantaged Business Enterprise (DBE)], goal requirements and/or demonstrated Good Faith Effort, and therefore is considered a responsive and responsible bidder under the OESBD provisions of this contract. |
| <input type="checkbox"/> This firm met the assigned Airport Concession Disadvantaged Business Enterprise (ACDBE) participation goal and therefore is considered a responsive and responsible bidder under the OESBD provisions of this contract. | <input type="checkbox"/> This project has been designated a sole source/sole brand, or reasonable sole source/brand, Qualified Vendors List (QVL), emergency or piggyback, therefore, this project is not subject to the OESBD requirements. |
| <input checked="" type="checkbox"/> It should be solicited to open market with no assigned goals. | <input type="checkbox"/> Due to no responses received from SBE vendors during the original solicitation, this solicitation was re-bid to the open market. Per OESBD, no goals were applied to the re-solicitation. |
| <input type="checkbox"/> This is an Informal Quote. A review for SBE/CBE vendors was conducted through the CBE/DBE Directory for potential vendors. | |

WHAT APPROVAL ACCOMPLISHES ^[8]

- ☒ In accordance with the Broward County Procurement Code, Section 21.47.(b)(1), the Director of Purchasing may award solicitations in an amount not exceeding \$500,000, inclusive of the value of any renewals or extensions.
- ☐ In accordance with the Broward County Procurement Code, Section 21.47.(b)(2), the Director of Purchasing may award bids in any amount over \$500,000, inclusive of any extensions or renewals, contingent upon no bidder has been determined to be non-responsive or non-responsible, no protests have been filed, and more than one bidder has submitted a response, and further provided that no Commissioner has expressed an objection within five (5) days after receiving notice of intended award from the Purchasing Division.
- ☐ In accordance with the Broward County Procurement Code, Section 21.19(b), Board approved standardized goods and services may be purchased by the Director of Purchasing regardless of the contract amount without further Board authorization.
- ☐ In accordance with the Broward County Procurement Code, Section 21.37.(b), Waiver of Technicality, a lack of conformity as to an issue of responsiveness that is nonsubstantive in nature may be considered a technicality or irregularity that may be waived by the Director of Purchasing.
- ☐ In accordance with Broward County Procurement Code, Section 21.39 Rejection After Bid Opening, any or all responses may be rejected by the Purchasing Director or designee, including those bids in which there is only one (1) responsive vendor.

APPROVAL AUTHORITY

Title: Purchasing Agent	Title: Purchasing Manager
<input checked="" type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE	<input checked="" type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE
Shamar Brissett Digitally signed by Shamar Brissett Date: 2025.05.29 09:38:44 -04'00'	Jose Hidalgo Digitally signed by Jose Hidalgo Date: 2025.05.29 09:50:52 -04'00'
(Signature & Date)	(Signature & Date)

⁸ The Award Rejection Authority Memorandum must be signed by the appropriate authority prior to Recommendation for Award (RFA) posting in accordance with the most recently issued delegation memorandum.

Title:	Title:
<input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE	<input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE
(Signature & Date)	(Signature & Date)

ATTACHMENTS

- ☒ Bid Tab
- ☒ OESBD Document
- ☒ Using Agency Concurrence
- ☒ Certificate of Insurance
- ☒ Price Analysis
- ☐ Sole Source
- ☐ Sole Brand
- ☐ Purchasing Agent Report
- ☐ Board or County Administrator Approved
Emergency Memo
- ☐ Other

Bid Tabulation

Bid No. & Title: OPN2130116B1 Anhydrous Ammonia, 150lb Cylinders

Total Cost				Brenntag Mid South Inc				Broward Nelson			
#	Items	Quantity Required (Annual)	Unit of Measure	Unit Price	Delivery Time (Calendar Days)	Warranty (Years)	Total Cost	Unit Price	Delivery Time (Calendar Days)	Warranty (Years)	Total Cost
0	No Basket (1)										
#0-1	Anhydrous Ammonia, 150LB Cylinders	50	EACH	\$216.90	2-3 days		1 \$10,845.00	\$800	1		1 \$40,000.00

SHELTERED MARKET REVIEW FORM

Project Title: Furnish and Deliver Anhydrous Ammonia (150lb Cylinders) **Agency Contact:** Ozell Murray

This form is to review projects estimated within the Sheltered Market Solicitation threshold (\leq \$250K fixed or initial term). This form **does not apply** for sole source projects, qualified vendor list projects, or for any federal, state, or other grant-funded projects. Please submit the completed form to OESBD as an attachment to your [BPRO Intake Form request](#).

Type of Contract: Check the type of contract; include dollar amount and the number of years.

- ☐ Fixed Contract Estimate: _____ Year(s) of contract
☒ Initial Contract Term Estimate: \$34,000 1 Year(s) of contract
☒ Estimate Including Renewals: \$170,000 5 Year(s) of contract

Funding Source: ☐ County ☐ State ☐ Federal ☐ Penny for Transportation

Type of Purchase: Check one and include all applicable [NAICS code\(s\)](#).

- ☒ Commodity ☐ Commodity and Service (e.g. supply and install)
☐ Contract Service ☐ Construction Project (e.g. supply and install, with licensing)

NAICS CODES: 424690 325311

Sole Brand Solicitation: Is this a Sole Brand solicitation? ☐ Yes ☒ No

If Yes, is there a limited distribution vendor list? ☐ Yes ☐ No If "Yes", **attach a list of sole brand vendors**.

Supporting Information for Review:

Scope of Work:

Furnish and deliver liquid Anhydrous Ammonia (chemical), 150 pound cylinders as needed to Broward County Water and Wastewater Operations Division potable water pumping stations/distribution facilities, per the attached specifications. Vendor represents that its business is regularly engaged in and routinely sells the product(s) offered within this quotation request. No subcontracting allowed. Vendor must maintain inventory which will be available for delivery as required. Vendor must comply with all regulatory requirements.

Has this commodity/service been previously provided to the County? ☒ Yes ☐ No

List Vendor Name(s) and contract number(s) if previously supplied:

Broward Nelson Fountain, IND2124560Q1

The following documents **MUST** be attached:

- ☒ Specifications ☒ Insurance Requirements Document from Risk Management
☐ Licensing Requirements* ☐ Additional Applicable Supporting Documentation**

*If Not Applicable, this must be stated in writing; **e.g. Sole Brand/Source Request, Sole Brand Vendors List

THIS SECTION IS FOR OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT USE ONLY ◀

1. Solicit to Sheltered Market ☐ Yes ☒ No (Review for procurement preference)

If a non-CBE is considered for award a 25% goal applies: ☐ Yes ☒ No

2. If no award is made to an SBE, CBE, or non-certified firm, in response to the Sheltered Market solicitation, then:

- ☒ No CBE goal will apply.
☒ REVIEW FOR PROCUREMENT PREFERENCE (do not check if state funding is used)
☐ A 25% CBE goal applies.

OESBD Approver (Name / Title): _____ Date: _____

OESBD Approver Signature: SANDY-MICHAEL MCDONALD Digitally signed by SANDY-MICHAEL MCDONALD
Date: 2025.03.03 11:58:11 -05'00'



TO: Bob Gleason, Purchasing Director
Purchasing Division
FROM: Naveen Mehan, Acting Director
Water and Wastewater Operations Division
SUBJECT: Solicitation No.: OPN2130116B1
Anhydrous Ammonia, 150lb Cylinders

Recommended Vendor: BRENNTAG MID-SOUTH, INC.

Recommended Group(s)/Line Item(s): All Lines

Initial Award Amount: \$10,845.00

Potential Total Amount: \$54,255.00

Initial Contract Term: One Year



Contract Term, including Renewals: Five Years



CONCURRENCE:

- ☒ The agency has reviewed Vendor's response(s) for specification compliance and Vendor responsibility, which includes license requirements (if applicable). I have reviewed all documents including the Vendor Questionnaire and after careful evaluation, I concur with recommendation for award to the Vendor.

FINANCIAL BACKGROUND/D & B REPORT: (check one)

- ☒ I am satisfied with the Vendor's financial background and/or rating and payment performance.
☐ Not applicable Provide explanation if choosing this option

LITIGATION HISTORY: (check one)

- ☒ I have reviewed the Litigation History Form and there is no issue of concern.
☐ Refer to additional information from the Office of the County Attorney to address an issue/concern.

PAST PERFORMANCE: (check all that apply)

I have reviewed the Vendor's past Performance Evaluations in ContractsCentral and:

- ☐ Vendor received an overall rating ≥ 2.59 on all evaluations.
☐ No evaluations within the past three years contained any items rated a score of 2 or less.
☐ Vendor received a rating ≤ 2.59 on an evaluation(s). Refer to additional information.
☐ Vendor received a score of ≤ 2 on an individual item(s). Refer to additional information.
☐ Past evaluations are not relevant to the scope of this contract.
☐ No past Performance Evaluations exist in ContractsCentral.

AND

- ☐ Reference Verification Forms are attached.

OR

- ☒ Reference Verification Forms are not required: Commodity only purchase (less than \$250,000); Service less than \$100,000 and the Vendor has a Performance Evaluation within the past three years.

NON-CONCURRENCE:

- ☐ I do not concur. Detailed reason for non-concurrence is attached, including the reference to any bid requirement.

TYPED NAME OF SIGNER: Jose Otero

TITLE: Utilities Superintendent

(Individual authorized to administer the contract.)

SIGNATURE:

Jose Otero

DATE: 5/7/2025

NAVEEN
SIGNATURE: MEHAN

Digitally signed by
NAVEEN MEHAN
Date: 2025.05.07
16:33:40 -04'00'

DATE: 5/7/25



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/31/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh USA LLC 30 South 17th Street Philadelphia, PA 19103 CN101263979-ALL-GAW-25-26	CONTACT NAME: PHONE (A/C, No. Ext): FAX (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Insurance Company Of The State Of PA INSURER B: ACE American Insurance Company INSURER C: Indemnity Insurance Company of North America INSURER D: ACE Fire Underwriters Insurance Company INSURER E: INSURER F:
INSURED Brenntag Mid-South, Inc. 1405 HWY 136 West Henderson, KY 42420	NAIC # 19429 22667 43575 20702

COVERAGES**CERTIFICATE NUMBER:**

CLE-006994704-05

REVISION NUMBER: 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CONTRACTUAL LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			027783086	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			ISAH11353162	01/01/2025	01/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WLRC70319408 (AOS) SCFC70319482 (WI)	01/01/2025 01/01/2025	01/01/2026 01/01/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Project: Chlorine & Calcium Hypochlorite; Agency: Water and Wastewater Services

Broward County is included as Additional Insured except for Workers Compensation, where required by written contract. Where required by written contract this insurance is primary and non-contributory over any existing insurance and it is limited to liability arising out of the operations of the named insured and is subject to policy terms. Waiver of Subrogation is applicable where required by written contract. The General Liability policy includes sudden and accidental coverage for pollution.

CERTIFICATE HOLDER**CANCELLATION**

CERTIFICATE HOLDER Broward County 115 South Andrews Avenue Fort Lauderdale, FL 33301 Digitally signed by Omar Arias Date: 2025.05.28 13:52:24 -04'00'	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Marsh USA LLC</i>
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PRICE ANALYSIS

Bid No.: OPN2130116B1
Bid Title: Anhydrous Ammonia, 150lb Cylinders
Agency: Water and Wastewater Operations
Purchasing Agent: Shamar Brissett

Advertise Date: 4/3/2025
Open Date: 4/25/2025
Submittals: 2
Declinations: 0



#	Items	Item Description	Quantity Required (Annual)	Unit of Measure	Brenntag Mid South Inc.		Current Contract VS Low Vendor Pricing	
					Unit Price	Total Cost	Unit Price	Percentage Change
0								
#0-1	Anhydrous Ammonia, 150LB Cylinders	Furnish and deliver Anhydrous Ammonia, 150lb cylinders as per Specifications and Requirements.	50	EACH	\$216.90	\$10,845.00	\$675	-68%