

EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: October 6, 2020

DEPARTMENT: Water Utilities

TITLE:

Agreement with Allied Universal Corporation to purchase Sodium Hypochlorite (Bleach) for water treatment and odor control

SUMMARY:

This Agreement authorizes the purchase of bulk Sodium Hypochlorite for the City of Lake Worth Water Utilities at a cost Not-to-Exceed \$130,500.00 for Fiscal Year 2021 from Allied Universal Corporation.

BACKGROUND AND JUSTIFICATION:

Sodium Hypochlorite is a necessary chemical which is added to the finished water supply and is used for the disinfection of drinking water, killing germs, micro-organisms, algae, etc. Sodium Hypochlorite is also necessary for odor control at the Reverse Osmosis Water Treatment Plant and Master Pump Station.

On September 8, 2020, bids were received under IFB 20-107 for the purchase of bulk Sodium Hypochlorite needed for the Water Treatment Plant and Master Pump Station. These bids were evaluated by staff taking into account unit costs, minimum quantities, and penalties for partial deliveries. This agreement will also authorize the City Manager to extend the agreement, if requested, and with the amount not to exceed amounts set forth in the 2022 and 2023 fiscal year budget.

MOTION:

Move to approve/disapprove the agreement to purchase bulk Sodium Hypochlorite from Allied Universal for an amount not to exceed \$130,500.00 for Fiscal Year 2021.

ATTACHMENT(S):

Fiscal Impact Analysis
Bid Tabulation
Agreement

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years | 2021 | 2022 | 2023 | 2024 | 2025 |
|---|---------------|-------------|-------------|-------------|-------------|
| Capital Expenditures | 0 | 0 | 0 | 0 | 0 |
| Operating Expenditures | \$130,500 | 0 | 0 | 0 | 0 |
| External Revenues | 0 | 0 | 0 | 0 | 0 |
| Program Income | 0 | 0 | 0 | 0 | 0 |
| In-kind Match | 0 | 0 | 0 | 0 | 0 |
| Net Fiscal Impact | \$130,500 | 0 | 0 | 0 | 0 |
| No. of Addn'l Full-Time Employee Positions | 0 | 0 | 0 | 0 | 0 |

B. Recommended Sources of Funds/Summary of Fiscal Impact:

| Account Number | Account Description | Project Number | FY21 Budget | Current Balance | Agenda Expenditure | Balance |
|--------------------|-------------------------------|----------------|--------------|-----------------|--------------------|--------------|
| 402-4022-533.52-30 | Operating Supplies/ Chemicals | N/A | \$450,000.00 | \$450,000.00 | -\$125,000.00 | \$298,000.00 |
| 403.7231-535.52-30 | Operating Supplies/ Chemicals | N/A | \$20,000.00 | \$20,000.00 | -\$3,000.00 | \$17,000.00 |
| 405-7421-535.52-30 | Operating Supplies/ Chemicals | N/A | \$230,000.00 | \$230,000.00 | -\$2,500.00 | \$227,500.00 |