



**MEETING DATE:** December 18, 2023  
**PRESENTED BY:** Abel Bocanegra, P.E., City Engineer  
**AGENDA ITEM:** Authorization to extend first one-year renewal for Odor Control Chemical with Kay Jay Services & Supplies for the Public Works Department Waste Water Treatment Plants - Bocanegra

**NATURE OF REQUEST:**

The City of Mission entered into an agreement with Kay Jay Services & Supplies for the purchase of Odor Control Chemical. The contract term was for one year with two one-year renewal options. Orders will be placed on an as needed basis for a one-year base term with a 5% increase. This will extend Bid No. 23-028-10-31.

**BUGETED:** Yes      **FUND:** Utility - WWTP      **ACCT. #:** 02-414-64220  
**BUDGET:** \$ 100,000      **EST. COST:** \$ 47,440      **CURRENT BUDGET BALANCE:** \$ 78,893

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *RP*

**RECORD OF VOTE:**      **APPROVED:** \_\_\_\_\_  
   **DISAPPROVED:** \_\_\_\_\_  
   **TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_