



## CITY OF NORMAN, OK STAFF REPORT

---

**MEETING DATE:** 7/26/2022

**REQUESTER:** ANDREW BRUEHL, UTILITIES SUPERVISOR

**PRESENTER:** GERI WELLBORN, UTILITIES MANAGER

**ITEM TITLE:** CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION AND/OR POSTPONEMENT OF BID-2122-75: FOR THE PURCHASE OF LIQUID AMMONIA SULFATE FROM BRENNTAG SOUTHWEST, INC., IN THE AMOUNT OF \$0.2425 PER POUND FOR THE FIRST QUARTER WITH PRICING CHANGES TO BE PROVIDED WITH THIRTY (30) DAYS NOTICE.

---

### **BACKGROUND:**

On May 26, 2022, bids were opened for Bid 2122-75 for Liquid Ammonia Sulfate. Liquid Ammonia Sulfate is used as a disinfectant in the treatment of water. Funds in the amount of \$1,002,299 have been budgeted in the fiscal year 2022-2023 (FYE 2023) Budget, Water Fund - Water Treatment Plant - Operating Chemicals (account 31955234 43108) for purchase of all treatment chemicals.

### **DISCUSSION:**

Specifications for Bid-2122-75 for Liquid Ammonia Sulfate were sent to eight (8) vendors and four (4) bids were received. No-bids were due to uncertain costs and supply demands. The lowest and best bid meeting all specifications was submitted by Brenntag Southwest, Inc. of Nowata, OK, in the amount of \$0.2425 per pound. This compares to a cost of \$0.137 per pound last year for an increase of 77.01 percent. This increase has occurred due to shipping/transporting costs. Further, due to the unstable market Brenntag Southwest, Inc. has only confirmed this price for first quarter and will provide any price adjustments with thirty (30) day notice at which time the City can elect whether to accept the change in price or re-bid.

### **RECOMMENDATION:**

Purchases will be made throughout FYE 2023. Bids have been examined by staff and found to be in order and proper as to form. Based upon the above information, staff recommends acceptance of the lowest and best bid as listed above.