



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/26/2022

**REQUESTER:** ANDREW BRUEHL, UTILITIES SUPERVISOR

**PRESENTER:** GERI WELLBORN, UTILITIES MANAGER

**ITEM TITLE:** CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION AND/OR POSTPONEMENT OF BID-2122-82 FOR THE PURCHASE OF TOTE SODIUM HYPOCHLORITE FROM BRENNTAG SOUTHWEST, INC FOR \$0.2986 PER POUND FOR FIRST QUARTER WITH PRICING CHANGES TO BE PROVIDED WITH THIRTY (30) DAYS NOTICE.

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### **BACKGROUND:**

On May 26, 2022, bids were opened for Bid 2122-82 for Tote Sodium Hypochlorite. Tote Sodium Hypochlorite is used for disinfection 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 31955335 43210) for purchase of all treatment chemicals.

### **DISCUSSION:**

Specifications for Bid-2122-82 for Tote Sodium Hypochlorite were sent to ten (10) vendors and two (2) 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 \$0.2986 per pound. This compares to a cost of \$0.22 per pound last year for an increase of 35.72 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.