



AGENDA REPORT

City Council Meeting

TODAY'S DATE: May 28, 2026

MEETING DATE: June 17, 2026

TO: City Council

FROM: Holly Ellis, Public Works Director

SUBJECT: Approval of amendment to Purchase Order 26-1658 with OXARC, Inc.

DESCRIPTION/BACKGROUND:

The City purchases specialized industrial chemicals, including chlorine and sulfur dioxide for the Wastewater Treatment Plant, and chlorine and soda ash for the Water Treatment Plant. These chemicals are critical to treatment plant operations and are required for disinfection and treatment processes. disinfection at both the treatment plants. Due to the total annual cost of these chemicals, the City conducted a procurement process in March 2025 to obtain pricing and product availability.

On March 19, 2025 (Resolution 25-013), City Council declared OXARC, Inc. as the sole source supplier for these chemicals for the remainder of Fiscal Year 2025 and Fiscal Year 2026.

At the start of Fiscal Year 2026, Purchase Order 26-1658 was issued for chemical purchases in the amount of \$125,000. However, the City spent approximately \$160,000 on these chemicals last fiscal year. Based on prior year expenditures and projected chemical usage for the remainder of Fiscal Year 2026, additional purchasing authority is needed to continue operations through the end of the fiscal year.

STAFF RECOMMENDATION:

Staff recommends approval of an amendment to Purchase Order 26-1658 with OXARC, Inc. to increase the Purchase Order by \$60,000, for a total not-to-exceed amount of \$185,000.

ACTION:

Staff requests that City Council approve amended Purchase Order 26-1658 with OXARC, Inc. in the total not-to-exceed amount of \$185,000 for Fiscal Year 2026 chemical purchases.

WILL THERE BE ANY FINANCIAL IMPACT? Yes HAS THIS ITEM BEEN BUDGETED? Yes

ATTACHMENTS:

Proposed Resolution

OXARC, Inc. PO #25-1495