



WASHOE COUNTY

Integrity Communication Service

www.washoecounty.gov

STAFF REPORT

BOARD MEETING DATE: June 10, 2025

DATE: May 22, 2025

TO: Board of County Commissioners

FROM: Dwayne Smith, Division Director, Engineering & Capital Projects
Community Services, 775-328-2043, Desmith@washoecounty.gov

THROUGH: Eric Crump, Director,
Community Services Dept., 775-328-3625, ecrump@washoecounty.gov

SUBJECT: Recommendation to: 1) award Bid ITB #3274-25 for Water and Wastewater Treatment Chemicals; 2) approve the associated Agreements for Service with Olin Chlor Alkali Products, [in the estimated annual amount of \$818,100.00] for the supply and delivery of bulk liquid sodium hypochlorite to the South Truckee Meadows Water Reclamation Facility and Thatcher Company of Nevada, Inc., [in the estimated annual amount of \$30,000.00] for the supply and delivery of liquid sodium hypochlorite to the Lemmon Valley Water Reclamation Facility and the Cold Springs Water Reclamation Facility; and 3) authorize the Purchasing and Contracts Manager to execute the Service Agreements. The period of award is July 1, 2025 through June 30, 2026, with the provision for two, one-year extensions at the County's option. All costs are funded through the collection of rates from the users of Washoe County's sanitary sewer services program. (All Commission Districts.)

SUMMARY

This item seeks an award of Invitation to Bid (ITB) #3274-25 for Water and Wastewater Treatment Chemicals performed by Washoe County Purchasing, on behalf of the Community Services Department (CSD) Utility Division, to Olin Chlor Alkali Products in the estimated annual amount of \$818,100.00 and to Thatcher Company of Nevada, Inc., in the estimated annual amount of \$30,000.00. Staff further recommends the Board of County Commissioners authorize the associated Service Agreements which identify the terms and conditions of the supply and deliver of the required liquid sodium hypochlorite. With the award of bid and approval of the contracts by the Board of County Commissioners, the Purchasing and Contracts Manager will issue individual purchase orders over the award period commencing July 1, 2025, through June 30, 2026. Under the terms of the Service Agreements, Washoe County and the suppliers may choose to extend the contracts on a yearly basis, for an additional two years.

AGENDA ITEM # _____

CSD Utilities Division – Water and Wastewater Treatment Chemicals Bid			
Bid Item	Unit Price	Quantity (gallons)	Total
Olin Chlor Alkali Products			
Bid Item #1 - 300 Gallon Mini-Tote	No bid	6,000 gallons	-
Bid Item #2 - 4,500 Gallon Bulk Delivery	\$3.03/gallon	270,000 gallons	\$818,100.00
Thatcher Company of Nevada			
Bid Item #1 - 300 Gallon Mini-Tote	\$5.00/gallon	6,000 gallons	\$30,000.00
Bid Item #2 - 4,500 Gallon Bulk Delivery	\$3.20/gallon	270,000 gallons	\$864,000.00
Imperial Lubes Co.			
Bid Item #1 - 300 Gallon Mini-Tote	\$4.79/gallon	6,000 gallons	\$28,740.00**
Bid Item #2 - 4,500 Gallon Bulk Delivery	No bid	270,000 gallons	-
Univar Solutions USA, LLC.			
Bid Item #1 - 300 Gallon Mini-Tote	No bid	6,000 gallons	-
Bid Item #2 - 4,500 Gallon Bulk Delivery	\$3.45/gallon	270,000 gallons	\$931,500.00
Summary	\$818,100.00 + \$30,000.00 =		\$848,100.00

**** Bidder informed the County they are unable to pump liquids on site, and County Purchasing determined the bid was not acceptable for award.**

Washoe County Strategic Objective supported by this item: Fiscal Sustainability:
Long-term sustainability.

PREVIOUS ACTION

On March 18, 2025, the Board of County Commissioners (Board) approved the increase to the existing Olin Chlor Alkali Products (Olin Corp.) purchase order (PO No. 65-2659) for sodium hypochlorite chemicals used in the disinfection process at the Washoe County wastewater reclamation facilities, in the not-to-exceed amount of [\$350,000.00] and authorized the Purchasing and Contracts Manager to execute the necessary change order for the continued delivery of chemicals through the end of the contract period, June 30, 2025.

On May 10, 2022, the Board awarded Bid No. 3175-22 for Water and Wastewater Treatment Chemicals, on behalf of the Community Services Department Utility Services Division and on a requirements basis to Olin Chlor Alkali Products, [in the estimated annual amount of \$382,250.00] and to Thatcher Company of Nevada, Inc., [in the estimated annual amount of \$21,600.00]; and authorized the Purchasing and Contracts Manager to execute the necessary purchase orders over the award period commencing July 1, 2022 through June 30, 2023, with the provision for two, one-year extensions at the County's option.

On December 18, 2018, the Board approved award of Bid No. 3067-19, for Water and Wastewater Treatment Chemicals on a requirement basis to Olin Chlor Alkali Products in the estimated annual amount of \$209,025.00 and to Thatcher Company of Nevada in the amount of \$15,700.00. Each award was for a one-year period, with the County retaining the option for two, one-year extensions.

On February 28, 2014, the Board approved Bid No. 2881-14, for Water and Wastewater Treatment Chemicals to Sierra Chemical Co, on a requirement basis, in the estimated annual amount of \$270,000.00. Each award was for a one (1) year period, with the County retaining the option for two, one-year extensions.

On December 14, 2010, the Board approved an award of Bid No. 2757-11, for Water Treatment Chemicals, to Sierra Chemical Co. on a requirements basis, in the estimated annual amount of \$207,000.00. Each award was for a one (1) year period, with the County retaining the option for two, one-year extensions.

BACKGROUND

The Washoe County Utility Division provides complete sanitary sewer service under the Utilities Fund 566, to over 28,000 user accounts. The Washoe County Utility Division provides operation, maintenance and chemical treatment at the three wastewater reclamation facilities, servicing residential, commercial and industrial accounts in the South Truckee Meadows and North Valleys areas. Treatment chemicals are a critical component required in the successful operation of wastewater reclamation facilities and allow the County to meet the necessary State of Nevada and local regulatory requirements. The existing sodium hypochlorite contracts and extensions are set to expire on June 30, 2025, requiring solicitation of new bids.

On March 14, 2025, The Washoe County Purchasing Division released ITB #3274-25 Water and Wastewater Treatment Chemicals. Sealed bids were opened by the Purchasing Department on April 14, 2025. This bid was duly advertised in the newspaper and through the services of www.DemandStar.com.

A comprehensive evaluation of the four (4) bids received in response to ITB #3274-25 was completed by a panel of subject matter experts. Two (2) respondents were found to be the lowest cost, responsive, responsible bidder, and are recommended for award, Bid Item #1 for mini-tote delivery to Thatcher Co. of Nevada, Inc. and Bid Item #2 for bulk delivery to Olin Chlor Alkali Products. It should be noted that Imperial Lubes Company responded post-bid opening that they are unable to pump liquids on site, and therefore Purchasing determined the bid was not acceptable for award.

FISCAL IMPACT

Should the Board award the bids, sufficient funds are available and budget authority for the wastewater treatment chemicals will be recommended to the Board in the FY26 Budget in the Utilities Fund (566), Sewer Operations (664900) and Reclaimed/Recycled Water Operations (664500), Chemical supplies (710319). Revenues in support of this expense are provided from monthly utility rate charges.

RECOMMENDATION

It is recommended the Board of County Commissioners : 1) award Bid ITB #3274-25 for Water and Wastewater Treatment Chemicals; 2) and approve the associated Agreements for Service with Olin Chlor Alkali Products, [in the estimated annual amount of \$818,100.00] for the supply and deliver of bulk liquid sodium hypochlorite to the South Truckee Meadows Water Reclamation Facility and Thatcher Company of Nevada, Inc., [in the estimated annual amount of \$30,000.00] for the supply and delivery of liquid sodium hypochlorite to the Lemmon Valley Water Reclamation Facility and the Cold Springs Water Reclamation Facility; and 3) authorize the purchasing and Contracts Manager to execute the Service Agreements. The period of award is July 1, 2025 through June 30, 2026, with the provision for two, one-year extensions at the County's option. All costs are funded through the collection of rates from the users of Washoe County's sanitary sewer services program.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to : 1) award Bid ITB #3274-25 for Water and Wastewater Treatment Chemicals; 2) and approve the associated Agreements for Service with Olin Chlor Alkali Products, [in the estimated annual amount of \$818,100.00] for the supply and deliver of bulk liquid sodium hypochlorite to the South Truckee Meadows Water Reclamation Facility and Thatcher Company of Nevada, Inc., [in the estimated annual amount of \$30,000.00] for the supply and delivery of liquid sodium hypochlorite to the Lemmon Valley Water Reclamation Facility and the Cold Springs Water Reclamation Facility; and 3) authorize the purchasing and Contracts Manager to execute the Service Agreements. The period of award is July 1, 2025 through June 30, 2026, with the provision for two, one-year extensions at the County's option. All costs are funded through the collection of rates from the users of Washoe County's sanitary sewer services program."