



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: December 18, 2018

DATE: November 21, 2018

TO: Board of County Commissioners

FROM: John Hulett, P.E., Senior Licensed Engineer, Engineering and Capital Projects, Community Services Department, 775-722-5767, jhulett@washoecounty.us

THROUGH: Dwayne Smith, P.E., Division Director, Engineering and Capital Projects Community Services Department, 775-328-2043, desmith@washoecounty.us
Pamela Mann, CPSM, CPP, Manager for Purchasing and Contracts, Comptroller, 775.328.2281, pmann@washoecounty.us

SUBJECT: Recommendation to award Bid No. 3067-19 for Water and Wastewater Treatment Chemicals, on behalf of the Community Services Department Utility Services Group and on a requirements basis to Olin Chlor Alkali Products, [in the estimated annual amount of \$209,025.00] and to Thatcher Company of Nevada, Inc., [in the estimated annual amount of \$15,750.00]; and authorize the Purchasing and Contracts Manager to execute the necessary purchase orders over the award period, from January 1, 2019, through December 31, 2019, with the provision for two, one-year extensions at the County's option. (Commission District 2.)

SUMMARY:

Award Bid No. 3067-19 for Water and Wastewater Treatment Chemicals, on behalf of the Community Services Department (CSD) Utility Services Group and on a requirements basis to Olin Chlor Alkali Products in the estimated annual amount of \$209,025.00 and to Thatcher Company of Nevada, Inc., in the estimated annual amount of \$15,750.00; and authorize the Purchasing and Contracts Manager to execute the necessary purchase orders over the award period commencing January 1, 2019 through December 31, 2019, with the provision for two, one year extensions at the County's option.

CSD Utility Services Group Water and Wastewater Treatment Chemicals Bid		
Bid Item	Bidders	
	Thatcher of Nevada	Olin Chlor Alkali Products
Bid Item #1 – 300 Gallon Mini-Tote (With Delivery)	\$3.50 per gallon	No Bid
Bid Item #2 – 4,500 Gallon Bulk Delivery	\$1.15 per gallon	\$0.93 per gallon

Strategic Objective supported by this item: Safe, Secure and Healthy Communities.

PREVIOUS ACTION:

On March 25, 2014 the Board of County Commissioners (Board) approved award of 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:

This is a requirements contract for water and wastewater treatment chemicals for the treatment of the municipal wastewater. The chemicals are all used in the various systems for wastewater and reclaimed water treatment. The CSD Utility Services Group is currently providing the operation, maintenance and chemical treatment at three wastewater treatment plants and one reclaimed water system with three storage reservoirs and two booster stations.

Sealed bids were opened in the Purchasing Department on October 11, 2018 at 9:00 a.m. This bid was duly advertised in the newspaper and through the services of www.DemandStar.com. Three bids were received. Two bids were received in good order and one no-bid was received.

The CSD Utility Services Group will utilize approximately 229,500 gallons of sodium hypochlorite (12.5% solution) annually; 225,000 gallons as bulk delivery and 4,500 gallons delivered as mini-totes.

CSD Utility Services Group Water & Wastewater Treatment Chemicals Bid			
Bid Item	Unit Price	Quantity (Gallons)	Total
Thatcher of Nevada			
Bid Item #1 – 300 Gallon Mini-Tote	\$3.50	4,500	\$15,750.00
Bid Item #2 – 4,500 Gallon Bulk Delivery	\$1.15	225,000	\$258,750.00
Olin Chlor Alkali Products			
Bid Item #1 – 300 Gallon Mini-Tote	No Bid	4,500	-
Bid Item #2 – 4,500 Gallon Bulk Delivery	\$0.93	225,000	\$209,025.00
Sum of Lowest Bids Combined			\$224,775.00

As a result of a comprehensive, fair and impartial evaluation of the bids received in response to Invitation to bid 3067-19 it is recommended to award the bid for bulk chemical delivery and portable tote delivery to Olin Chlor Alkali Products (Bid Item #2 – 4,500 Gallon Bulk Delivery) and Thatcher Co. of Nevada, Inc., (Bid Item #1 – 300 Gallon Mini-Tote) respectively.

FISCAL IMPACT:

Both lowest bid amounts (Olin Chlor Alkali Products \$209,025.00 and Thatcher Co. of Nevada \$15,750.00) sum to \$224,775.00. Should the Board award the bid, expense for the Water and wastewater treatment chemicals will post to internal order numbers within the Utilities Fund (566). FY19 budget authority exists in each internal order number’s corresponding cost center. Future years will be budgeted to include sufficient authority for this item. The accounting detail is noted below:

% Split	Chemicals Used For	Budget in Cost Center	Expense	Amount
33.3%	Reclaimed Water Operations	664500	IO 45800 – GL 710319	\$ 74,850
66.7%	Sewer Operations	664900	IO 49300 – GL 710319	\$ 149,925
		Total		\$ 224,775

Revenues in support of this expense are provided from monthly sewer and reclaimed water rate charges.

RECOMMENDATION:

It is recommended that the Board of County Commissioners award Bid No. 3067-19 for Water and Wastewater Treatment Chemicals, on behalf of the Community Services Department Utility Services Group and on a requirements basis to Olin Chlor Alkali Products, [in the estimated annual amount of \$209,025.00] and to Thatcher Company of Nevada, Inc., [in the estimated annual amount of \$15,750.00]; and authorize the Purchasing and Contracts Manager to execute the necessary purchase orders over the award period, from January 1, 2019, through December 31, 2019, with the provision for two, one-year extensions at the County’s option.

POSSIBLE MOTION

Should the Board agree with staff’s recommendation, a possible motion would be: “Move to award Bid No. 3067-19 for Water and Wastewater Treatment Chemicals, on behalf of the Community Services Department Utility Services Group and on a requirements basis to Olin Chlor Alkali Products, [in the estimated annual amount of \$209,025.00] and to Thatcher Company of Nevada, Inc., [in the estimated annual amount of \$15,750.00]; and authorize the Purchasing and Contracts Manager to execute the necessary purchase orders over the award period, from January 1, 2019, through December 31, 2019, with the provision for two, one-year extensions at the County’s option.”