



Cover Memorandum/Staff Report

File #: 19-1167

Agenda Date: 12/10/2019

Item #: 6.F.2.

TO: Mayor and Commissioners
FROM: Victor Majtenyi, Deputy Director of Utilities
THROUGH: Suzanne Fisher, Assistant City Manager
THROUGH: Neal de Jesus, Interim City Manager
DATE: December 10, 2019

APPROVAL OF RESOLUTION NO. 209-19 AND APPROVAL OF AN AGREEMENT WITH CARUS LLC F/K/A CARUS CORPORATION FOR POLY PHOSPHATE SUPPLY AND DELIVERY - \$450,000

Recommended Action:

Motion to approve Resolution No. 209-19, and approval of an agreement with Carus LLC f/k/a Carus Corporation for \$450,000, and authorize the City Manager to approve renewal options, in the amounts listed below, contingent upon appropriation of funds.

Background:

Poly Phosphate is an additive for water treatment available in liquid or dry form. It is used to reduce deterioration in piping by inhibiting scale formation and corrosion, containing inhibitors to protect water distribution piping. It creates a monomolecular film which reduces lead and copper leaching to comply with the current lead and copper rule.

On October 15, 2019, the City issued a competitive Bid No. 2019-047 for the supply and delivery of poly phosphate. On October 29, 2019, the City received four (4) responses, with Carus, LLC as the lowest responsive bidder for the supply and delivery of poly phosphate at \$1.03 per pound (currently at \$1.073/pound). Staff recommends approval of award to Carus LLC for supply and delivery of poly phosphate to the Water Treatment Plant.

Upon execution, the contract term will be for three (3) years, which may be renewed for up to two (2) additional years.

Contract Value		
Agreement Term	December 10, 2019 - December	\$270,000
Renewal Term 1	December 10, 2022 - December	\$90,000
Renewal Term 2	December 10, 2023 - December	\$90,000
Cumulative Value		\$450,000

Attachments:

1. Legal Approval Checklist
2. Resolution No. 209-19

3. ITB 2019-047 Poly Phosphate
4. ITB 2019-047 Bid Tabulation Sheet
5. ITB 2019-047 Agreement

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

441-36-259-536.52-30 (Water Treatment and Storage, Operating Supplies Chemicals).

Timing of Request:

Time is of the essence.