



# RIVERSIDE PUBLIC UTILITIES

## Board Memorandum

**BOARD OF PUBLIC UTILITIES**

**DATE:** OCTOBER 23, 2017

**ITEM NO:** 8

**SUBJECT:** FURNISH NATIONAL SANITATION FOUNDATION (NSF) 60 APPROVED 12.5% SODIUM HYPOCHLORITE FOR FISCAL YEAR 17/18 – AWARD BID NO. RPU-7505 TO UNIVAR USA, INC. OF KENT, WASHINGTON IN THE AMOUNT OF \$111,600 – APPROVE THE INCREASE OF EXISTING PURCHASE ORDER NO. 180831 FROM \$50,000 TO \$111,600

**ISSUES:**

Award Bid No. RPU-7505 to Univar USA, Inc. for fiscal year 17/18 for furnishing National Sanitation Foundation (NSF) 60 approved 12.5% sodium hypochlorite solution including two 1,700 gallon NSF approved storage tanks, and one 2,000 gallon NSF approved tank, in the amount of \$111,600 and approve the increase of existing Purchase Order No. 180831 from \$50,000 to \$111,600.

**RECOMMENDATIONS:**

That the Board of Public Utilities:

1. Award Bid No. RPU-7505 to Univar USA, Inc. for fiscal year 17/18 to for furnishing National Sanitation Foundation (NSF) 60 approved 12.5% sodium hypochlorite solution including two 1,700 gallon NSF approved storage tanks, and one 2,000 gallon NSF approved tank in the amount of \$111,600;
2. Approve the increase of existing Purchase Order No. 180831 from \$50,000 to \$111,600; and
3. Authorize the City Manager, or his designee, to execute the necessary contract documents, including any agreements required to exercise the option for an extension.

**BACKGROUND:**

RPU operates under a Domestic Water Supply Permit (DWSP) issued by the State Water Resources Control Board, Division of Drinking Water. A condition in the DWSP is to comply with the federal Groundwater Rule which requires a continuous detectable chlorine residual to demonstrate 4-log virus inactivation. To achieve this, sodium hypochlorite is continuously injected at various locations along RPU's transmission lines. Sodium Hypochlorite is the primary solution used to disinfect drinking water. In June 2017, bids were solicited from vendors for the supply sodium hypochlorite and three chemical storage tanks.

**DISCUSSION:**

The request for sodium hypochlorite was advertised for bids on June 22, 2017, and bids were opened on June 29, 2017. During the bidding process review a PO with the previous fiscal year's vendor (Univar USA, Inc.) was issued to ensure no interruption in services. The results of the bid show that Univar USA, Inc. was the lowest responsive and responsible bidder. Staff has reviewed all provided documentation and has determined that Univar USA Inc. has met all of the requirements of the specifications.

The four bids received are summarized in the table below:

<b>Vendors:</b>	<b>Location</b>	<b>Bid Amount</b>
1. Univar USA Inc.	Kent, Washington	\$111,600
2. Northstar Chemical	Sherwood	\$118,800
3. Brenntag Pacific, Inc.	Santa Fe Springs, CA	\$122,400
4. Waterline Technologies Inc.	Santa Ana, CA	\$188,447

The Purchasing Services Manager concurs that the recommended actions comply with the City of Riverside's Purchasing Resolution No. 22576.

**FISCAL IMPACT:**

Sufficient funds are available in Public Utilities - Water Operations Division - Chemical Account No. 6200000 – 426600.

Prepared by: Todd Jorgenson, Utilities Assistant General Manager/Water  
Approved by: Girish Balachandran, Utilities General Manager  
Approved by: John A. Russo, City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Certifies availability  
Of funds: Laura Chavez-Nomura, Utilities Assistant General Manager/Finance

Attachments:

1. Presentation
2. Bid Award Recommendation

