

RIVERSIDE PUBLIC UTILITIES

Board Memorandum

BOARD OF PUBLIC UTILITIES

DATE: MAY 10, 2021

SUBJECT: AWARD BID RPU-7825 TO UNIVAR USA INC. FOR PROCUREMENT OF 12.5% SODIUM HYPOCHLORITE FOR THREE YEARS WITH THE OPTION OF TWO ONE YEAR EXTENSIONS, IN THE ANNUAL AMOUNT OF \$299,880

ISSUES:

Consider awarding Bid RPU-7825 to Univar USA Inc., of Kent, Washington, for the procurement of 12.5% Liquid Sodium Hypochlorite, for three years with the option of two one-year extensions, in the annual amount of \$299,880.

RECOMMENDATIONS:

That the Board of Public Utilities award Bid RPU-7825 to Univar USA Inc. for the procurement of 12.5% Liquid Sodium Hypochlorite, for three years with the option of two one-year extensions, in the annual amount of \$299,880.

BACKGROUND:

Riverside Public Utilities (RPU) uses sodium hypochlorite to disinfect the drinking water it supplies to ensure high quality service to its customers. A long-term purchase order agreement provides greater stability, and in turn, the vendor provides a lower cost to supply sodium hypochlorite.

DISCUSSION:

Request for Bid (RFB) RPU-7825 was posted on the City's Online Bid System on March 4, 2021 and closed on March 18, 2021. Two vendors submitted proposals that met the RFB scope of services and Purchasing requirements. Proposals were received from Univar USA Inc. and Pacific Star Chemical LLC. Proposals were evaluated based on lowest bidder and Univar USA Inc. of Kent, WA was deemed to be the lowest bidder. Engineering estimates are not applicable in chemical purchases.

Company	Location	Total
Univar USA Inc.	Kent, WA	\$299,880.00
Pacific Star Chemical, LLC,	Sherwood, OR	\$314,160.00

The project/fiscal breakdown is as follows:

Project and Fiscal Breakdown

Price Per Gallon	Univar USA Inc.	Pacific Star Chemical LLC.
Estimated 238,000 gallons	\$1.26	\$1.32

Bid RPU-7825 was clear that pricing shall remain the same for the duration of the three to five-year duration for purchase order renewals to occur. The Purchasing Manager concurs that the recommended actions comply with Purchasing Resolution No. 23256.

FISCAL IMPACT:

The annual fiscal impact for Bid RPU-7825 for the procurement of 12.5% Liquid Sodium Hypochlorite is anticipated to be \$299,880. Sufficient funds are available in the Public Utilities Water Operations Chemical Supplies Account No. 6200000-426600 for Fiscal Year 2020/21.

Future years' funding will be included in the Fiscal Years 2021/22 – 2024/25 budget process.

Prepared by: Greg Snyder, Operations Manager - Water
Approved by: Todd M. Corbin, Utilities General Manager
Approved by: Al Zelinka, FAICP, City Manager
Approved as to form: Kristi J. Smith, Interim City Attorney

Certifies availability
of funds: Edward Enriquez, Chief Financial Officer/City Treasurer

Attachments:

1. Award Recommendation
2. Presentation