



# RIVERSIDE PUBLIC UTILITIES

## Board Memorandum

**BOARD OF PUBLIC UTILITIES**

**DATE: JUNE 10, 2024**

**SUBJECT: AWARD RFB NO. 8090 TO UNIVAR SOLUTIONS USA LLC. FOR THE PROCUREMENT OF 12.5% LIQUID SODIUM HYPOCHLORITE FOR POTABLE WATER DISINFECTION FOR THREE YEARS, IN THE ANNUAL AMOUNT OF \$571,200**

**ISSUE:**

Consider awarding RFB No. 8090 to Univar Solutions USA LLC., of Kent, Washington, for the procurement of 12.5% liquid sodium hypochlorite for potable water disinfection, for three years in the annual amount of \$571,200.

**RECOMMENDATIONS:**

That the Board of Public Utilities:

1. Consider awarding RFB No. 8090 to Univar Solutions USA LLC. for the procurement of 12.5% liquid sodium hypochlorite, for three years, in the annual amount of \$571,200; and
2. Authorize the City Manager, or his designee, to execute annual POs and renewals with Univar Solutions USA LLC. for such procurements, including making minor and non-substantive changes and to sign all documents and instruments necessary to complete the transactions.

**BACKGROUND:**

The water operations division operates 47 water wells and six water treatment plants to deliver over 27.5 billion gallons of drinking water annually to customers in its service area. The final step in the drinking water treatment process requires the disinfection of the raw water before it is delivered to customers. The current disinfection method approved by the State of California Division of Drinking Water (DDW) is the injection of 12.5% liquid sodium hypochlorite. Sodium hypochlorite is ordered weekly to fill chlorine storage tanks to ensure proper disinfection as required by the Safe Drinking Water Act and the DDW.

**DISCUSSION:**

Request for Bids (RFB) No. 8090 was posted on the City's online bidding system, Planet Bids, on April 3, 2024, seeking a vendor to provide 12.5% liquid sodium hypochlorite for potable water disinfection. The notification was sent to 66 City of Riverside vendors and 500 external vendors.

With 13 prospective bidders, RFB No. 8090 closed on April 17, 2024, with a total of three responses. Staff evaluated the bids and deemed Univar Solutions USA LLC, Kent, Washington to be the lowest responsive and responsible bidder. The bids are summarized in the table below:

Vendors	City Location	Bid Amount	Rank
Univar Solutions USA LLC	Kent, WA	\$571,200.00	1
Pacific Star Chemical	Sherwood, RI	\$904,400.00	2
Arsenal Well Drilling Inc.	Visalia, CA	\$2,294,320.00	3

Purchasing Resolution 24101, Section 508 Formal Procurement Awards states, “Contracts procured through Formal Procurement shall be awarded by the Awarding Entity to the Lowest Responsive and Responsible Bidder.”

The Purchasing Manager concurs that the recommended actions are in compliance with Purchasing Resolution No. 24101.

**STRATEGIC PLAN ALIGNMENT:**

This item contributes to Strategic Priority 4 - Environmental Stewardship and Goal 4.2 - Sustainably manage local water resources to maximize reliability and advance water reuse to ensure safe, reliable, and affordable water to our community.

The item aligns with EACH of the five cross-cutting threads as follows:

1. **Community Trust** – Customers receive reliable disinfected drinking water.
2. **Equity** – Purchase of chlorine allows delivery of potable water to Riverside’s service area.
3. **Fiscal Responsibility** – Fiscal responsibly achieved by utilizing competitive procurement process.
4. **Innovation** – Potable water disinfection with liquid chlorine is innovative from past practices of utilizing chlorine gas.
5. **Sustainability & Resiliency** – Disinfection of our groundwater supply helps the City meet its Sustainability and Resiliency goals, by utilizing our local supplies in lieu of imported water.

**FISCAL IMPACT:**

The total fiscal impact is \$571,200. With City Council approval of the FY 2024/25 - 2025/26 budget on June 25,2024, sufficient funds will be available in Public Utilities Water Operations Chemical Supplies Account No. 6200000-426600.

Prepared by: David A. Garcia, Interim Utilities General Manager  
Approved by: David A. Garcia, Interim Utilities General Manager  
Certified as to  
availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer  
Approved by: Rafael Guzman, Assistant City Manager  
Approved as to form: Phaedra A. Norton, City Attorney

Attachments:

1. Award Recommendation
2. Presentation