



CITY OF POMONA

COUNCIL REPORT

June 5, 2023

To: Honorable Mayor and Members of the City Council

From: James Makshanoff, City Manager

Submitted by: Chris Diggs, Water Resources Director

Subject: **AWARD A BID TO BRENNTAG PACIFIC, INC, FOR THE PURCHASE OF CHEMICALS FOR POTABLE WATER TREATMENT FACILITIES, AT THE PRICES BID**

RECOMMENDATION:

It is recommended that the City Council approve the following action:

1. Award a bid to Brenntag Pacific, Inc. (Brenntag), for a three-year term, with two, one-year extension options for the purchase of chemicals for water treatment facilities, at the prices bid, and
2. Authorize the City Manager to execute the contract, and execute subsequent changes or amendments thereto, subject to approval as to form by the City Attorney.

EXECUTIVE SUMMARY:

The proposed action will award a three-year contract, with two, one-year extension options, for the purchase of chemicals for the City's water treatment facilities. These chemicals are necessary to provide safe potable drinking water to the public.

FISCAL IMPACT:

Funding is available within the Water Resource Departments (WRD) FY 2023-24 Water Operating Budget (571-8129-53880-00000). WRD anticipates \$65,000 in expenditures during FY 23-24 for the purchase of various chemicals. Funding for future years will be included in future annual budget submissions.

DISCUSSION

In order to properly treat water at the City's water treatment plants a number of different chemicals are used. These chemicals are used in large part to treat water, however additional uses include brine waste processing, and routine maintenance and for analytical testing equipment. Attachment 1, Brenntag bid results includes a list of the necessary chemicals.

Award a Bid to Brenntag Pacific, Inc.

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In accordance with Section 2-993.1 (4) of the City's Purchasing Ordinance, a public notice inviting bids was posted on PlanetBids on April 25, 2023; IFB # 2023-1013, where 146 prospective vendors were notified, 13 downloaded the bid and two bids were received and 1 no bid. The bids received were evaluated by the City's Water Treatment Supervisor who determined Brenntag was the lowest and most responsive bidder. Brenntag submitted a bid for all chemicals listed on the City's IFB. The second bidder, Chemtrade, only bid on one of the chemicals at a higher price than Brenntag. The IFB was based on the City's usage for prior fiscal years. The bidders understood that the requirements are an estimate only, and that actual quantities purchased may vary substantially, depending the needs of the City. Quantities purchased, however, will be adjusted to stay within the approved budgetary and contract limits.

Prepared by:

Ashleigh Guzman

Program Assistant

Attachment:

Attachment 1 – Brenntag Bid Results – IFB # 2023-1013