

	AGENDA ITEM EXECUTIVE SUMMARY						
	Title:	Recommendation to Approve Proposal from Viking Chemical Company for Water Treatment Chemicals for Fiscal Year 2014/2015					
	Presenter:	John Lamb					
<i>Please check appropriate box:</i>							
	Government Operations	X	Government Services 04.28.14				
	Planning & Development		City Council				
	Public Hearing						
Estimated Cost:	\$69,400	Budgeted:	YES	X	NO		
If NO, please explain how item will be funded:							
Executive Summary:							
<p>Water Division staff sent out requests for proposals for competitive pricing for water treatment chemicals for fiscal year 2014-15. These chemicals are used at all the well houses and treatment facilities such as radium removal. The list includes chlorine, fluoride, sodium hypochlorite, sodium permanganate and manganese sulfate. Requests for proposals were sent to three companies and two companies submitted proposals.</p> <p>The pricing is summarized in the attached table. Viking Chemical is the lowest proposal at a cost of \$69,400.</p> <p>Staff requests waiver of formal bid process since proposals, competitive pricing was requested in lieu of.</p>							
Attachments: <i>(please list)</i>							
Proposal Summary Bid Waiver							
Recommendation / Suggested Action <i>(briefly explain):</i>							
Recommendation to waive formal bid procedure and approve proposal from Viking Chemical for Fiscal Year 2014/2015 in the amount of \$69,400.							
<i>For office use only:</i>		<i>Agenda Item Number: 6.n</i>					

FY 2014/15 Water Treatment Chemical Costs Summary

			Chemical Vendors		
Product	Estimated lbs/yr		Alexander / Carus	Viking	Hawkins
Chlorine Gas	30,000		No quote	\$10,800	\$11,400
Price per lb			submitted.	0.36	0.38
Fluoride	40,000			\$14,000	\$15,200
Price per lb				0.35	0.38
Sodium Hypochlorite	96,000			\$12,000	\$13,344
Price per lb				0.125	0.14
Sodium Permanganate	30,000			\$24,000	\$34,200
Price per lb				0.80	1.14
Manganese Sulfate	20,000			\$8,600	\$10,800
Price per lb				0.43	0.54
Total				\$69,400	\$84,944

REQUEST FOR WAIVING BID PROCEDURE

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

Viking Chemical Company
1827 Eighteenth Avenue
P.O. Box 1595
Rockford, IL 61110-0095

For the purchase of: Water treatment chemical costs for FY14/15

At a cost not to exceed: \$69,400.00.

Reason for the request to waive the bid procedure: Staff used request for proposals, competitive pricing process to obtain pricing. Sent proposals to three companies, two submitted.

Other Quotations Received: Hawkins Chemicals

Date: April 8, 2014

Requested by: John Lamb

Department Director: _____

Purchasing Manager: _____

Committee Chairman: _____

THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.