

## MEMORANDUM

September 13, 2021

**TO:** Honorable Mayor and City Commission

**VIA:** James Slaton, City Manager

**FROM:** Sarah B. Kirkland, Utilities Director

**RE:** Award of Bid to Odyssey Manufacturing Corporation for the Purchase of Sodium Hypochlorite

**SYNOPSIS:** The City's Utilities Department made a request for bid for the purchase of sodium hypochlorite, which is a necessary chemical to aid in the water and waste water treatment process.

### STAFF RECOMMENDATION

It is recommended that the City Commission:

1. Award the bid to Odyssey Manufacturing Corporation for the purchase of Sodium Hypochlorite.
2. Authorize the City Manager to execute the appropriate documents, on the City's behalf in regards to this purchase.

### BACKGROUND

Disinfection technology and chemical treatment for wastewater and water has been consistent with the use of Chlorine as the standard chemical to safely and effectively treat both water and wastewater media. Delivery of chlorine to the flow stream ranges from gaseous, liquid and carrier chemical agents. Today, through the development and realization towards improving safety and reducing risk, Sodium Hypochlorite (NaOCl) has commonly been used in various applications where disinfection or sterilization of both wastewater and water are needed. NaOCl is becoming more and more popular based on its inherent chemical characteristics of being a safer, less costly, lower risk chemical and still an effective means to treat wastewater media. Sodium hypochlorite is essential in the treatment of both water and wastewater processing, killing pathogens that could prove to be harmful to humans.

Staff made a request for bid for the purchase of sodium hypochlorite, with a bid open date of September 2, 2021. There were two responsive bidders, Odyssey Manufacturing Corporation and Allied Universal Corporation, with Odyssey Manufacturing Corporation being the apparent low bidder at \$0.762 per gallon. Therefore, staff recommends the commission approve the following action to award the bid for purchase of bulk Sodium Hypochlorite to Odyssey Manufacturing Corporation. The initial contract terms as stated in the attached agreement calls for the initial contract period to begin on October 1, 2021 and expire on September 30, 2022, if approved by the Commission. This agreement will renew annually on October 1 of each year for up to two (2) additional one (1) year periods.

**OPTIONS**

None at this time. This chemical is necessary in the water and wastewater treatment process.

**FISCAL IMPACT**

\$65,000.00 is placed in the FY 21-22 Operating Budget for Wastewater Operating Supplies – Chemicals for this purchase.

\$60,000.00 is placed in the FY 21-22 Operating Budget for Water Operating Supplies – Chemicals for this purchase.

**ATTACHMENTS**

Odyssey Manufacturing Corporation Contract  
Bid Tab Sheet

Copies of all bids are available through the Purchasing Agents office for review.