



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY		
<input type="checkbox"/> Consent	<input type="checkbox"/> Regular	<input type="checkbox"/> Statutory

Council Meeting Date:	April 14, 2014
Department:	Parks & Recreation
Department Head	Amy Fortenberry
Agenda Coordinator (include phone #): Teresa Shelstad ext:7539	

CAPTION

Bid No. 2014-83-C for a one (1) year contract with three (3) optional one (1) year renewals for the purchase of Swimming Pool Chemicals for the Parks and Recreation Department to Petra Chemical Company in the estimated annual amount of \$60,993 and authorizing the City Manager to execute all necessary documents.

FINANCIAL SUMMARY

NOT APPLICABLE
 OPERATING EXPENSE
 REVENUE
 CIP

FISCAL YEAR: 2013-14; 2014-15; 2015-16; 2016-17; 2017-18	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	189,229	206,853	396,082
Encumbered/Expended Amount	0	-87,961	0	-87,961
This Item	0	-37,119	-206,853	-243,972
BALANCE	0	64,149	0	64,149

FUND(s): GENERAL FUND

COMMENTS: This item approves price quotes for swimming pool chemicals. The estimated FY 2013-14 expenditure for swimming pool chemicals to be purchased from this contract for the remainder of FY 2013-14 is \$37,119. Future expenditures will be made by PAC/NAT/JCP, Oak Point Center, Liberty Park Recreation Center, and Tom Muehlenbeck Center within the annual approved budget appropriations, at an estimated annual expenditure of \$60,993 for fiscal years 2014-15, 2015-16, 2016-17 and \$23,874 for FY 2017-18.

STRATEGIC PLAN GOAL: Contracts for swimming pool chemicals relates to the strategic goal of Financially Strong City with Service Excellence.

SUMMARY OF ITEM

The Parks and Recreation Staff recommends the purchase of Swimming Pool Chemicals from Petra Chemical Company in the estimated annual amount of \$60,993.

List of Supporting Documents: Memorandum Bid Recap	Other Departments, Boards, Commissions or Agencies
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Memorandum

Date: March 27, 2014
To: Teresa Shelstad, Buyer
From: Gregg Gagnon, Recreation Superintendent
Subject: Award Recommendation – 2014-83-C Swimming Pool Chemicals

Recommendation

The Parks and Recreation Department recommends award of the 2014-83-C Swimming Pool Chemicals contract to Petra Chemical Company. Petra Chemical Company is the lowest responsive, responsible bidder. Petra Chemical Company has previously held this contract and is capable of fully meeting the requirements of the contract as specified in the bid documentation.

Contract Expenditure

The total award of this contract (annual expenditure) is \$60,993.

Action Requested

The total amount related to the funding of this contract is within the estimated expenditure. Please review all documents and begin the necessary steps for the award of this contract.

Justification

Contract Purpose: This contract will be utilized for the purchase of swimming pool chemicals to be used at seven pools operated by the Parks and Recreation Department. These chemicals are necessary to maintain the safe and efficient operation of the pools, meet current health codes, and to prevent unnecessary damage to the mechanical systems.

Non-approval Implication: Should approval be denied, the pools operated by the Parks and Recreation Department would not be able to meet current health codes and would have to be closed.

CITY OF PLANO

BID NO. 2014-83-C
Swimming Pool Chemicals

BID RECAP

Bid opening Date/Time: February 6, 2014

Number of Vendors Notified: 1886

Vendors Submitting "No Bids": 0

Bids Evaluated Non-Responsive to Specifications: 0

Number of Bids Submitted Responsive to Bid: 3

<u>Vendor</u>	<u>Total Amount Bid</u>	<u>#Items Bid</u>
Fluid Solution Technology, Inc.	\$36,800.00	1/6
Petra Chemical Company	\$60,993.04	6/6
Poolsure	\$61,717.50	6/6

Recommended Vendors:

Petra Chemical Company	\$60,993.04
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Teresa Shelstad

March 19, 2014

Teresa Shelstad
Buyer I

Date