PASCO COUNTY, FLORIDA
INTER-OFFICE MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners

DATE: 1/04/08

FILE: PU08-132

THRU: Michael Nurrenbrock
OMB Director

SUBJECT: Purchase of Enzyme Products for Wastewater Treatment Plants, Annual Award— United Laboratories, Inc.

FROM: Scott P. Stromer
Purchasing Director

REFERENCE: Bid No. 08-004K
All Commission Districts

It is recommended that the data herein presented be given formal consideration by the Board of County Commissioners (BCC).

DESCRIPTION AND CONDITIONS:

On November 9, 2007, the Purchasing Department, at the request of the Utilities Water and Sewer Department, solicited bids to establish an annual award for enzyme products, which are used at wastewater treatment plants throughout the County. Specifications were prepared by the Utilities Water and Sewer Department. Notice of Bid was published in the *St. Petersburg Times* on November 10, 2007. All provisions of the *Purchasing Ordinanc*e have been met.

On November 30, 2007, all bids were received, publicly opened and read. The results are shown on the attached tabulation sheet. Eight (8) vendors were mailed Invitations to Bid; one (1) from Pasco County. Four (4) responses were received; none from Pasco County.

ALTERNATIVE AND ANALYSIS:

1. Approve staff's recommendation.

2. Disapprove staff's recommendation and award another bidder/item combination.

3. Disapprove staff's recommendation and reject all bids.

RECOMMENDATION AND FUNDING:

The Purchasing Department, with concurrence from the Utilities Water and Sewer Department, recommends award to United Laboratories, Inc., for the specified products.

Although a lower price was offered by ANCO-Superior, Inc., for Item No. 19, the offered item did not meet the specified warranty requirements. Award will begin on the date of BCC approval and continue through September 30, 2010, unless cancelled in accordance with the issued bid documents. It is anticipated that at least $40,000.00 will be expended annually. In the unlikely event the awarded vendor defaults, the Purchasing Department further requests authorization to utilize the next lowest and available vendor to purchase the specified batteries.

Funds are available in Account No. B401-751100-55210 and various other accounts of the 2007-08 Fiscal Year Budget and will be requested in the 2008-09 and 2009-10 Fiscal Year Budgets, contingent upon the BCC's approval of these budgets.

ATTACHMENTS:

1. Proof of Publication
2. Tabulation Sheet
3. Bid Copy
4. Solicitation Copy

SPS/ss

cc: Bruce E. Kennedy, P.E., Assistant County Administrator
Robert J. Sigmond, Utilities Fiscal and Business Services Director
Xxxxxxxxxxxxxxx, Utilities Operations and Maintenance Director