

CITY OF BETHLEHEM
INTER-DEPARTMENTAL CORRESPONDENCE

SUBJECT: Request for Approval by City Council of Contract Award Pursuant to City Ordinance, Article 121.05 (a) - Purchase of Hydrofluosilicic Acid (23% basis) for COB Filtration Plant from Univar USA, Inc.

TO: City Council, all members, and Council Solicitor

FROM: Edward J. Boscola, P.E., Director of Water and Sewer Resources

DATE: October 14, 2021

On behalf of the Administration, pursuant to City Ordinance, Article 121.05, I request City Council's approval of the following recommendation of the referenced contract award.

- Check Type of Contract or Change:

 X The contract is for over \$50,000 and required to be bid under the Third Class City Code. We have advertised the above referenced project and received qualified bids. We recommend award of the contract to the bidder identified and for the reasons stated below.

 The recommendation is for a price increase of 10% or more for an existing contract over \$50,000 that was previously bid and awarded under the Third Class City Code.

 The contract is for the engagement of professional services. We have received and reviewed a proposal or proposals for professional services in connection with above referenced project or requirement for professional services. We recommend award of the contract.

- Is the contract appropriation or price increase included in this year's budget? X yes no
- Identify contract funding sources (general fund, grants, loans, etc.....):

20016-41021

- The name and address of the recommended Contractor/Vendor/Professional Service Provider/Lowest Responsible Bidder is:

Univar USA, Inc.
532 E. Emaus St.
Middletown, PA 17057

- Term of contract or estimated completion date, subject to standard extensions:

December 1, 2021 – December 31, 2022

- Description of project or scope of services to be provided:

Bulk deliveries of Hydrofluosilicic Acid (23% basis) to the City of Bethlehem's Water Filtration Plant, 355 Granger Rd., Northampton, PA 18067

- State the actual or estimated price to the City or the proposed Department budget allowance for the initial term; and state payment rate per unit of service if applicable:

\$37,149.00 (\$427.00/wet ton) for the yearly purchase of 87 wet tons of Hydrofluosilicic Acid (23% basis)

- Number of renewal term options and duration of each renewal, if any:

The City with the mutual consent of Univar USA, Inc. will have the option to renew the contract for three (3) additional one (1) year terms.

- Maximum dollar value of all renewals provided for beyond the original term as if all renewals were exercised:

Unit price is negotiable for each additional 3-one year terms; the total estimated additional amount would be \$148,596.00.

- Reasons for recommendation of Administration and Council approval of contract:

Hydrofluosilicic Acid (23% basis) was bid through the e-procurement site PennBid along with other bulk chemicals used for the City's treatment of wastewater and drinking water. Three vendors bid on 87 wet tons of Hydrofluosilicic Acid (23% basis) (the thirteen month total of this chemical utilized by the COB Filtration Plant). Univar was the lowest responsible bidder at \$37,149.00 (\$427.00/wet ton).

Copies To: Mayor
Director of Administration
Director of Budget and Finance
Law Bureau
Purchasing Bureau
Controller

By:  _____

Attachment: Proposed Resolution

RESOLUTION NO. 2021-

Authorization for Contract or Amendment under Article 121.05(a)

BE IT RESOLVED by the Council of the City of Bethlehem that the Mayor and the Controller and/or such other City officials as deemed appropriate by the City Solicitor, are hereby authorized to execute a Contract or Amendment and such other agreements and documents as are deemed by the City Solicitor to be necessary and/or related thereto, with the following named contractor, for the uses and purposes indicated in the supporting Recommendation of Award of Bid or Contract dated October 14, 2021:

1. Name of Contractor: Univar USA, Inc.
2. Project or Contract Reference: Purchase of Hydrofluosilicic Acid (23% basis) for COB Filtration Plant from Univar USA, Inc.

Sponsored by _____

ADOPTED by Council this _____ day of _____, 2021.

President of Council

ATTEST:

City Clerk