

**Metropolitan Domestic Water Improvement District  
Board of Directors Meeting**

**July 8, 2013**

**Approval of Annual Quotes for Chlorine**

**Synopsis**

The Board of Directors is requested to approve the Annual Quotes submitted for the purchase of Calcium Hypochlorite Tablets, Calcium Hypochlorite Granular, and Sodium Hypochlorite.

**Background**

The District adds chlorine to all water entering the system in all of the service areas. The addition of chlorine is done as a preventative measure to protect against any biological activity that may occur. Chlorine is also used in high doses to disinfect new installations and repairs in the system. The District orders approximately 2,000 pounds of chlorine per month.

**Issues**

The District requested annual quotes for chlorine in May along with the other annual quotes the District receives on materials and services. During this process staff realized that we were specifying a specific brand of chlorine that we have used for many years. One of the quotes provided was not the PPG brand as specified and was at a much lower cost. Evaluations of the pricing and the bid documents showed that the District could save money by focusing the specifications on the chemical product and not the name.

As a comparison the low bid on the PPG product was \$2.115 per pound. Another brand that would be satisfactory was bid at \$1.85 per pound. Using the District's average order of 2,000 pounds per month the cost savings would be \$530 per month or \$6,360 per year.

Staff sent out a new request for proposals for chlorine. The proposals identified the chemical requirements, specifications, and delivery of the Calcium Hypochlorite Tablets, Calcium Hypochlorite Granular, and the Sodium Hypochlorite Liquid. The notice was published in the Daily Territorial on June 11, 2013 and ran for 4 consecutive days. Request for Proposals were sent to the three vendors that provided quotes during the May bid. No additional requests were received as a result of the advertisement. Quotes were due in the District office by 2:00 P.M. on June 25, 2013. The three respondents with proposals were: F2 Industries LLC, Univar, and Hill Brothers Chemical Company.

Attached is the bid tally of the pricing submitted from each. F2 Industries is the low bidder for the Calcium Hypochlorite and Univar is the low bidder for the Sodium Hypochlorite. F2 Industries price on the tablets came in at 1.75 per pound which is ten cents lower than they previously bid. This increases the annual savings to \$8,760 based on a 2,000 pound per month order. F2 Industries is a new company to the District. They are based in Tennessee; however, stock product in Phoenix. The data sheets provided for the product meet the specifications for the chlorine. As an additional measure they are sending us a pale of the calcium hypochlorite tablets for verification and review.

Staff is requesting that all quotes received be approved and no specific award be made. Staff will be directed to use the lowest responsible bidder that can meet the needs of the District in product, price, and availability. If the low bidder cannot meet the requirements of the request for proposals than staff will go to the next lowest responsible bidder.

**Staff Recommendation**

It is recommended that the Board approve the quotes submitted for the purchase of Calcium Hypochlorite Tablets, Calcium Hypochlorite Granular and Sodium Hypochlorite and direct staff to use the lowest responsible bidder with respect to product, price and availability.

**Suggested Motion**

I move to approve the quotes submitted for the purchase of Hypochlorite Tablets, Calcium Hypochlorite Granular and Sodium Hypochlorite and direct staff to use the lowest responsible bidder with respect to product, price, and availability.

Respectfully submitted,

Steven D. Shepard  
Utility Superintendent

I concur with the above-noted recommendation.

Respectfully submitted,

Mark R. Stratton, P.E.  
General Manager