



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: {{item.number}} Section Name: {{section.name}} File ID: {{item.tracking_number}}

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Public Works Department
MEETING DATE: June 15, 2020
SUBJECT:
Wastewater Treatment Plant Supply of Sodium Hypochlorite – Contract

RECOMMENDATION:

Adopt a Resolution to authorize the usage of an alternative purchasing method for the supply of sodium hypochlorite; award a contract to Univar USA Inc. for the supply of sodium hypochlorite in the amount of \$343,743, including sales tax; and authorize the Public Works Director to execute the contract in substantially the form presented.

BACKGROUND:

The Wastewater Treatment Plant uses sodium hypochlorite as a disinfecting reagent in the treatment process. The City participates in the Bay Area Chemical Consortium (BACC) along with other municipalities to competitively bid for the cost of chemicals needed during the treatment of wastewater. This contract provides supply and delivery of 450,000 gallons of chemical product. Due to the global pandemic, which has limited municipalities resources, the BACC withdrew from the bidding process. Staff negotiated with Univar using an authorized alternative purchasing method, Municipal Code 3.60.070(h)(3), to maintain the current price from fiscal year 2019-20 through fiscal year 2020-21.

Contractor	Bid Amount	Contract Amount*
Univar USA Inc.	\$0.6976	\$313,920
*Does not include 9.5% sales tax		

The unit price bid for Univar USA Inc. was \$0.6976 per gallon plus 9.5% tax. The term of the contract is 12 months and the price is to remain firm for the entire period.

BUDGET IMPACT:

Funding is budgeted for the supply of chemicals in the Wastewater Treatment Plant operating budget.

ENVIRONMENTAL DETERMINATION:

This contract is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Proposed Resolution
Att 2 – Contract
Att 3 – Univar Quote

STAFF CONTACT

Ray Busch, WWTP Plant Manager
rbusch@cityofsanmateo.org
(650)522-7386

Azalea Mitch, Deputy Director
amitch@cityofsanmateo.org
(650) 522-7309