

MEMORANDUM

Purchasing #23-014
February 6, 2023

To: Gregory P. Harrison, City Manager
Through: Carla R. Byrd, General Services Director
From: Tammy Thompkins, Purchasing Agent
Subject: Award Bid T-11-23 Carbon Dioxide, Liquid, Bulk Delivery (Co-operative Bid)

Contract Need/Background

Invitation to Bid (ITB) T-11-23 was issued to establish an annual agreement for the purchase of carbon dioxide, to be ordered as needed. The City of Pompano Beach’s Water Treatment Plant requires carbon dioxide on an ongoing basis for use in the water treatment plant. The City of Pompano Beach (City) issued this cooperative solicitation, serving as the lead agency for the thirty-nine (39) participating members of the Southeast Florida Governmental Purchasing Cooperative Group. The estimated quantities stated in the bid solicitation include anticipated requirements from all of the participating agencies, including the City.

Attached you will find copies of the “Bid Award Recommendation” form submitted by the Water Treatment Plant, the bid tabulation, emails clarifying pricing, MOU, and other procurement documents. The Water Treatment Plant recommends the award to the sole responsive, responsible bidder Airgas USA, LLC.

Bidders List

The Bidders List was created by using companies suggested by the requesting department, companies that have responded to prior solicitations, companies that have requested their names be placed on the Bidders List, and companies from appropriate listings in other source books.

Number of companies responding with complete bids1

Advertising

The ITB was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. The ITB was also posted on the City’s webpage for download by interested companies/firms.

Funding

The total annual value of this award based on the combined estimated quantities of the participating cooperative agencies and the City is \$1,513,530.00. Based upon the unit price, and the City’s estimated usage, the City’s annual expenditures for carbon dioxide is estimated at \$315,000.00. City purchases will be made, as needed, from budgeted funds in account, 412-3320-533.52-05, Operating Supplies / Chemical / Horticultural.

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Market Research

The General Services Department conducted outreach to five (5) local Pompano Beach companies to inform them of this ITB.

Award Recommendation

It is recommended that a one-year award be made to the sole responsive, responsible bidder Airgas USA, LLC with the possibility of two additional one-year renewals, subject to the terms and conditions contained in the procurement documents.

enclosures

cc: file