

MEMORANDUM

Purchasing #19-056
September 25, 2019

To: Gregory P. Harrison, City Manager

Through: Jill Press, Acting General Services Director

From: Tammy Thompkins, Purchasing Agent

Subject: Award Bid T-36-19 Carbon Dioxide, Liquid, Bulk Delivery (Co-operative Bid)

Contract Need/Background

Bid T-36-19 was issued to establish an annual contract for the purchase of carbon dioxide, to be ordered as needed. The City's Water Treatment Plant requires carbon dioxide on an ongoing basis for use in the water treatment plant. Pompano Beach issued this bid as the lead agency, on behalf of the City and five other governmental agencies in the South Florida Governmental Purchasing Cooperative. The estimated quantities stated in the bid solicitation include anticipated requirements from all of the participating agencies, including the City of Pompano Beach.

Attached you will find copies of the memorandum and the bid award recommendation form submitted by the Water Treatment Plant, the bid tabulation, and solicitation document. The Water Treatment Plant recommends the contract be awarded to the 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 bids, companies that have requested their names be placed on the Bid List, and companies from appropriate listings in other source books.

Number of firms responding with complete bids.....2

Advertising

The Bid was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. The Bid package was also posted on the City's web page for download by interested firms.

Funding

The total annual value if this contract award based on the combined estimated quantities of the five participating co-op agencies, and the City of Pompano Beach, is \$698,195.00. Based upon the unit prices bid, and the City's estimated usage, the City of Pompano Beach annual expenditures for carbon dioxide could total \$33,957.00. City purchases will be made, as needed, from budgeted funds in account, 412-3320-533.52-05, Operating Supplies / Chemical / Horticultural.

Market Research

The General Services Department conducted outreach to five (5) local Pompano Beach firms to inform them of the solicitation.

Award Recommendation

It is recommended that a one-year contract award be made to the lowest responsive, responsible bidder Airgas USA, LLC. The contract may be renewed for two (2) additional one-year periods, subject to the terms and conditions contained in the bid specifications.

enclosures

cc: file