

+M E M O R A N D U M

Purchasing #21-007
January 12, 2021

To: Gregory P. Harrison, City Manager

Through: Steve W. Stewart, General Services Director

From: Jeff English, Purchasing Agent

Subject: Approve piggyback of Marco Island Florida Contract 16-026 “Water and Wastewater Treatment Chemicals”

It is recommended that as-needed Purchase Orders be issued to the awarded vendor of Marco Island Florida Contract 16-026: Hawkins Inc. dba Hawkins Water Treatment Group. In accordance with the City Code of Ordinances, the concurrence of the City Manager is requested for this purchase. The following paragraphs outline the details of the procurement.

The Utilities Department has submitted a memo request for purchases not to exceed \$80,000.00/year for as-needed bulk deliveries of ammonium sulfate, from Hawkins Inc. dba Hawkins Water Treatment Group, the vendor awarded Marco Island Florida Contract 16-026.

Marco Island Florida initiated Bid 16-026 for “Water and Wastewater Treatment Chemicals.” The resulting Marco Island, Florida contract is valid through September 30, 2022, with renewals as specified in the contract. The City Code of Ordinances allows us to make a piggyback purchase of this type. The estimated \$80,000.00/year in as-needed ammonium sulfate bulk deliveries will be purchased from budget account 412-3320-533.52-05.

Attached is a memo from the Utilities Department, and the applicable pages from Marco Island Florida Contract 16-026.