



## Legislation Text

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**File #:** 19-1291, **Version:** 1

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MOTION TO RATIFY THE CITY MANAGER'S APPROVAL OF A CHANGE ORDER FOR THE SOLE SOURCE PURCHASE OF POLYMER (CLARIFLOC A-3333P) IN THE AMOUNT OF \$2,859.30 BRINGING THE PURCHASE ORDER TOTAL TO \$27,566.36 FOR FISCAL YEAR 2018-19, AND TO APPROVE THE AGREEMENT BETWEEN POLYDYNE, INC. AND THE CITY OF PEMBROKE PINES FOR THE SOLE SOURCE PURCHASE OF POLYMER (CLARIFLOC A-3333P) FOR AN ANNUAL AMOUNT NOT TO EXCEED \$27,946 PURSUANT TO SECTION 35.18(C)(3) OF THE CITY'S CODE OF ORDINANCES.

### **SUMMARY EXPLANATION AND BACKGROUND:**

1. On February 4, 2015, the City Commission adopted proposed resolution #2015-R-03 to approve the agreement with Operations Management International, Inc. for the Operation, Maintenance and Management of the City Utility System and Customer Service, Meter Reading and Utility Billing Services.
2. As part of this agreement with Operations Management International, Inc., the City is responsible for providing chemicals for the operations of the Utilities Division.
3. The City of Pembroke Pines Utilities Division utilizes Polymer (CLARIFLOC A-3333P) as part of the Water Treatment process conducted at the Water Treatment Plant.
4. On average, the Utilities Division spends approximately \$24,707.06 a year on Polymer, but due to preparation for the recent hurricane, the Utilities Division placed an order that would last the Water Treatment Plant thru the hurricane if needed for a total amount of \$3,074.06, increasing the FY2018-19 Purchase Order to \$27,566.36.
5. Pursuant to Section 35.28(B) of the City's Code of Ordinances, "The City Manager is not authorized to approve a change order without the authorization of the City Commission where the initial purchase required the City Commission's approval and where the sum of all change orders issued under the contract exceeds 5% of the original contract amount or \$25,000."
6. On October 14, 2019, the City Manager approved the change order request for the Sole Source Purchase of Polymer for a total cost of \$2,859.30.
7. In addition, to help prevent this from occurring in the future, the Utility Division is requesting approval of an agreement with Polydyne, Inc. for the sole source purchase of Polymer (Clarifloc A-3333P) for an annual amount not to exceed \$27,946.
8. Pursuant to Section 35.18(C)(3) of the City's Code of Ordinances: City Standard, Single-Source and Sole-Source commodities or services, "City standard, single-source and sole-source

commodities or services are exempt from this section.”

9. Polydyne, Inc. has provided the Utilities Division with a Sole Source Letter stating, “CLARIFLOC is Polydyne’s trademark and no other vendor is authorized to supply these products,” at a price of \$1.35/lb.

10. Request Commission to ratify the City Manager’s approval of a Change Order for the Sole Source Purchase of Polymer (CLARIFLOC A-3333P) in the amount of \$2,859.30 bringing the purchase order total to \$27,566.36 for fiscal year 2018-19, and to approve the agreement between Polydyne, Inc. and the City of Pembroke Pines for the Sole Source Purchase of Polymer (CLARIFLOC A-3333P) for an annual amount not to exceed \$27,946 pursuant to Section 35.18(C)(3) of the City’s Code of Ordinances.

#### **FINANCIAL IMPACT DETAIL:**

**a) Initial Cost:** \$2,859.30 for the Change Order bringing the purchase order total to \$27,566.36 for fiscal year 2018-19. An annual amount not to exceed \$27,946 for the Agreement (FY 2019-20 and beyond if renewed)

**b) Amount budgeted for this item in Account No:** 471-533-6031-52430 (Operating Chemicals)

**c) Source of funding for difference, if not fully budgeted:** Not Applicable

**d) 5 year projection of the operational cost of the project:**

	2018-19 FY	2019-20 FY	Year 3	Year 4	Year 5
Revenues	\$0	\$0			
Expenditures	\$27,566.36	\$27,946			
Net Cost	\$27,566.36	\$27,946			

**e) Detail of additional staff requirements:** None