



Interoffice Memorandum

APPROVED BY ORANGE
COUNTY BOARD OF COUNTY
COMMISSIONERS

BCC Mtg. Date: May 10, 2016

April 15, 2016

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Acting Manager, Procurement Division

CONTACT: Jacqueline Torbert, Manager, Water Division
407-254-9850

SUBJECT: Award of Invitation for Bids Y16-1013-JS, Hydrofluosilicic Acid

ACTION REQUESTED:

Approval to award Invitation for Bids Y16-1013-JS, Hydrofluosilicic Acid, to the low responsive and responsible bidder, Harcros Chemicals, Inc., in the estimated contract award amount of \$191,380 for a 1-year term contract. Further request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

PROCUREMENT:

Hydrofluosilicic acid (fluoride) is added to drinking water as a public health benefit to assist in the prevention of tooth decay.

FUNDING:

Funds are available in account number 4420 038 1324 4150.

APPROVALS:

The Water Division and Business Development Division concur with this recommendation.

REMARKS:

Two bids were received in response to Invitation for Bids Y16-1013-JS and were evaluated for responsiveness, responsibility and price. The low bid of Harcros Chemicals, Inc. is \$.22 per gallon lower than the current contract price and is considered reasonable.

Harcros Chemicals, Inc. is the current contractor and they have a satisfactory performance history with the county. Therefore, recommendation is made for award to Harcros Chemicals, Inc.

The bid tabulation is attached.

BID TABULATION
 IFB Y16-1013-JS
 HYDROFLUOSILICIC ACID

Item #	Description	Estimated Annual Quantity	Unit of Measure	Harcros Chemicals, Inc.		Univar USA, Inc.	
				Unit Price	Extended Price	Unit Price	Extended Price
1	Hydrofluosilicic Acid, normal delivery	75,000	Gallons	\$2.48	\$186,000	\$2.59	\$194,250
2	Hydrofluosilicic Acid, emergency delivery	2,000	Gallons	\$2.69	\$5,380	\$2.92	\$5,840
Total Estimated Bid					\$191,380		\$200,090



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

March 22, 2016

TO: Jim Schell, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y16-1013-JS, Hydrofluosilicic Acid

The Business Development Division evaluated the **2 bids** submitted for this project and found that **none** of the bidders are Orange County Certified Minority Women Business Enterprises. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

c: Sheena Ferguson, Manager, Business Development Division