



CITY COUNCIL

AGENDA REQUEST

AGENDA OF:	02-05-13	AGENDA REQUEST NO:	III-G
INITIATED BY:	HOWARD CHRISTIAN, ASSISTANT DIRECTOR OF WATER UTILITIES	RESPONSIBLE DEPARTMENT:	WATER UTILITIES
PRESENTED BY:	HOWARD CHRISTIAN, ASSISTANT DIRECTOR OF WATER UTILITIES	DIRECTOR:	SUELLEN STAGGS, DIRECTOR OF WATER UTILITIES <i>SS</i>
		ADDITIONAL DIRECTOR (S):	N/A

SUBJECT / PROCEEDING:	POLYPHOSPHATE CHEMICAL PURCHASE AUTHORIZE CONTRACT EXTENSION
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EXHIBITS:	LETTER FROM VENDOR
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CLEARANCES	APPROVAL
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LEGAL:	N/A	ASSISTANT CITY MANAGER:	KAREN DALY <i>KD</i>
PURCHASING:	TODD REED, CPPB, PURCHASING MANAGER <i>TR</i>	ASSISTANT CITY MANAGER:	N/A
BUDGET:	JENNIFER BROWN, <i>JB</i> DIRECTOR OF BUDGET & RESEARCH	CITY MANAGER:	ALLEN BOGARD <i>Allen Bogard</i>

BUDGET

EXPENDITURE REQUIRED: \$	84,000
CURRENT BUDGET: \$	84,000
ADDITIONAL FUNDING: \$	N/A

RECOMMENDED ACTION

Authorize a one year contract extension with NAPCO Chemical Company for \$84,000 to provide polyphosphate water treatment chemicals.

EXECUTIVE SUMMARY

On Thursday, January 5, 2012, the City of Sugar Land received six sealed bids for the purchase of polyphosphate used in the water treatment process. The department estimates quantities of polyphosphate purchased each year as a basis for bid estimates. The bid documents include these estimated quantities to give a weighted average of the overall cost. The bid document specifies that the quantities are estimates only and do not obligate the City to purchase more or less than our actual requirements, subject to available funding. The low bidder was NAPCO Chemical Company. The bids and contract included the opportunity for four one-year extensions.

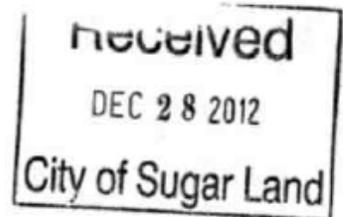
Polyphosphate is used to sequester iron in the finished water and it meets all American Water Works Association, State and City specifications and NAPCO has an excellent performance record in the water utility industry. Funding is available in the FY13 Water Utilities Department budget.

NAPCO has agreed to extend the contract under the same terms and pricing as the original bid. The Water Utilities Department recommends the City Council authorize a contract extension between the City of Sugar Land and NAPCO Chemical Company for \$84,000 to provide water treatment chemicals.

EXHIBITS

NAPCO Chemical Company, Inc.

Water & Waste Water Treatment Chemicals • Feed Systems • Test Kits
P.O. Box 1239 • Spring, Texas 77383 • 281/651-6800 • 1-800-929-5976



December 26, 2012

Re: Water Treatment Chemicals Contract

To whom it may concern:

Napco would like to renew the current contract for one (1) more year under the same terms and conditions.

Included is a current copy of our insurance. Any questions, please do not hesitate to call.

Thank you,

A handwritten signature in black ink, appearing to read "Steve Smith". The signature is fluid and cursive, with a long horizontal stroke at the end.

Steve Smith
Operations Manager
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Cell: 281 705 4526
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