



Department of Public Utilities  
Public Utilities Administration  
Inter-Office Memorandum

**DATE:** July 10, 2024

**FILE:** PU-24-99

**TO:** George R. Keller, Jr. CPPT  
City Manager

**VIA:** <sup>DS</sup>  
*AR* Adam Reichbach  
Assistant City Manager for Finance and Administration

**VIA:** <sup>DS</sup>  
*KS* Gus Zambrano  
Assistant City Manager for Sustainable Development

<sup>DS</sup>  
*HT* **THRU:** <sup>DS</sup>  
*OT* Otis Thomas  
Interim Director, Procurement and Contract Compliance

<sup>DS</sup>  
*KSM* **FROM:** <sup>DS</sup>  
*VM* Vincent Morello, P.E.  
Director, Public Utilities

**SUBJECT:** Recommendation to Approve the Issuance of a Purchase Order to Prolime Corporation for the Disposal of Municipal Water Treatment Plant Catalyst Sand and Lime Sludge in the amount of \$48,000.00.

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**ISSUE:**

The Department of Public Utilities (“DPU”) needs to properly dispose of Municipal Water Treatment Plant (“WTP”) Catalyst Sand and Lime Sludge. These substances are by-products of the Lime Softening treatment process for drinking water production at the WTP. Proper disposal of these solids is also a WTP permit requirement. The DPU had contracted Govea Trucking, Inc. to dispose of the WTP’s Catalyst Sand and Lime Sludge. However, this contract has an expiration date of July 6, 2024.

On April 11, 2024, the City of Hollywood posted an invitation for bids for the Disposal of Municipal Water Treatment Plant Catalyst Sand and Lime Sludge for an initial two-year period, with renewal options, on Opengov.com. A competitive bid process was performed through Bid IFB-196-24-JJ and Prolime Corporation (“Prolime”) was the only vendor to provide a bid.

The DPU is requesting a Purchase Order (“PO”) for \$48,000.00 be issued to Prolime to ensure the continuation of necessary services while the DPU submits a Resolution to the City Commission for a Blanket Purchase Agreement with Prolime for longer-term disposal of the WTP’s Catalyst Sand and Lime Sludge.

Summary of competitive process:

Bid 1 Prolime Corporation \$594,850.00

**AUTHORITY:**

**§ 38.38 APPROVAL AUTHORITY .**

*In general, the CPO will have authority to approve and execute contracts up to \$25,000. The City Manager or designee will have authority to approve and execute contracts up to \$100,000, except for cases of procurement of legal services, for which the City Attorney or designee will have authority to approve and execute contracts up to \$100,000. Contracts in excess of \$100,000 shall require approval by the City Commission*

Funding has been provided in the DPU FY24 budget in Account Number 442.400501.53600.552240.000000.000.000.

**RECOMMENDATION:**

Authorize the Issuance of a PO to Prolime for the disposal of WTP Catalyst Sand and Lime Sludge in the amount of \$48,000.00.

DocuSigned by:  
*George Keller*  
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7/18/2024

APPROVED BY: George R. Keller, Jr. CPPT  
City Manager

Date:

Attachments: IFB 196-24-JJ Disposal of Water Treatment Plant Catalyst  
Prolime Corporation Response Document Report & COI  
Approved Certificate of Insurance  
Executed Extension Govea Hualing CM Memo