

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM
WATER TREATMENT PLANT**

DATE: November 23, 2015

FILE: WTP-16-006

TO: Joel Wasserman, Director Procurement Services

VIA: *for* Steve Joseph, P.E., Director Public Utilities *for* 11/23/15

VIA: Francois Domond, P.E., Deputy Director Operations Public Utilities

FROM: Taylor P. Calhoun, III, Manager Public Utilities - WTP *TPC* 11/23/15

SUBJECT: Request of Payment Approval via Confirming PO (BPO B002571)
(NALCO Company, Antiscalant)

ISSUE:

Request of payment approval via confirming purchase order to the current Blanket Purchase Order (BPO) between the City of Hollywood and NALCO Company for the purchase of antiscalant for the Water Treatment Plant (WTP).

EXPLANATION:

During the contract renewal cycle, the City of Hollywood WTP provided an estimated annual fiscal year budget expenditure of \$53,466.00 for the supply of one full load of antiscalant from the NALCO Company. Based on previous usage, the estimate was to provide antiscalant through the fiscal year not through the contract term end date of March 10, 2016.

However, before the established contract end date, the WTP required one (1) additional load of antiscalant to secure the necessary drinking water treatment and production; therefore, the WTP requests a confirming purchase order to the NALCO Company to include one additional load of antiscalant and to process the related payment in the amount of \$53,554.60.

Funding for the request is available in WTP operational account number 42.4011.00000.536.005233 (Chemical Supplies).

RECOMMENDATION:

The Department of Public Utilities recommends and requests payment approval via confirming purchase order to the NALCO Company for the amount of \$53,554.60.