



CITY OF HOLLYWOOD
INTER-OFFICE MEMORANDUM
Water Treatment Plant
Department of Public Utilities

DATE: May 4, 2017

File: WTP-17-05_Rev

TO: Paul Bassar, Contract Compliance Officer Office of the City Manager

VIA: Steve Joseph, P.E., Director, Department of Public Utilities

FROM: Francois Domond, P.E., Deputy Director/Operations

5/4/17

5/4/17

SUBJECT: Increase of Expenditure Limits to BPO 002419 for Supply of Bulk Sodium Hypochlorite for the Water Treatment Plant

ISSUE:

The Department of Public Utilities is requesting an increase of expenditure limits to blanket purchase order BPO 002419 for the purchase of Bulk Sodium Hypochlorite for the Water Treatment Plant (WTP). This increase will exceed the maximum amounts previously established in blanket purchase order BPO 002419 for the period ending August 16, 2017.

EXPLANATION:

In order to meet the required level of potable water treatment and disinfection at the City of Hollywood Water Treatment Plant, the Department of Public Utilities has determined that the WTP will have to purchase bulk sodium hypochlorite that will potentially exceed the original quantities and dollar amounts originally established in BPO 002419. WTP staff has estimated that additional 34 truckloads of sodium hypochlorite will be necessary and since the established cost is \$3,000 per truckload, additional \$102,000.00 will have to be added to the existing BPO.

The WTP has been supplementing its treatment requirements by purchasing bulk sodium hypochlorite (using the existing BPO) primarily because on November 2016 the onsite chlorine generation system suffered a catastrophic failure and the system has been out of service. Also, the DPU has decided to move forward the Annual Flushing Program (to June 2017) prompting extra use of the bulk chemical prior to the BPO renewal period.

Funding for the requested expenditure is available in operational account number 42.4011.00000.536.005233 (Chemical Supplies).

RECOMMENDATION:

The Department of Public Utilities recommends and requests increasing the expenditure limits of BPO 002419 for the supply of bulk Sodium Hypochlorite by additional \$102,000.00.

cc: Robert Lowery, Procurement Contracts Officer
Carlos Aguilera, Public Utilities Manager, WTP
Luis Montoya, Operations Superintendent Water Plant