



Interoffice Memorandum

May 9, 2018

To: Mayor Teresa Jacobs
and the Board of County Commissioners

From: Carrie Mathes, Manager, Procurement Division

Contact: Jackie Torbert, Manager, Water Division
407-254-9850

Subject: Award of Invitation for Bids, Y18-1064-MV, Liquid Caustic Soda 50%

ACTION REQUESTED:

Approval to award Invitation for Bids Y18-1064-MV, Liquid Caustic Soda 50%, to the low responsive and responsible bidder, Brenntag Mid-South, Inc., for an estimated contract award amount of \$624,000 for a 1-year term. Further request authorization for the Procurement Division to renew the contract for four additional 1-year terms.

PROCUREMENT:

Liquid Caustic Soda 50% is used to adjust the pH level of finished drinking water in order to meet the requirements of the Safe Drinking Water Act and applicable State of Florida regulations. Orders will be placed on an as-needed basis.

FUNDING:

Funds are available in account number 4420 038 1324 4157.

APPROVALS:

The Water and Business Development Divisions concur with this recommendation.

REMARKS:

Three bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility and price. The low bidder, Brenntag Mid-South, Inc., meets all specifications and requirements of the solicitation. Univar USA, Inc. was deemed non-responsive for qualifying their bid by adding terms to their bid response. Therefore, recommendation for award is made to Brenntag Mid-South, Inc.

The bid tabulation is as follows:

Brenntag Mid-South, Inc.	\$624,000
Allied Universal, Corporation	\$693,150
Univar USA, Inc.	Non-Responsive




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

April 30, 2018

TO: Melisa Vergara, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y18-1064-MV, Liquid Caustic Soda 50%

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

A large, stylized handwritten signature in cursive script that reads "Sheena Ferguson".