




Interoffice Memorandum

August 20, 2019

To: Mayor Jerry L. Demings
and the Board of County Commissioners

From:  Carrie Mathes, Manager, Procurement Division

Contact: Jacqueline W. Torbert, Manager, Water Division
407-294-9850

Subject: Award of Invitation for Bids Y19-1069-MV, Hydrofluosilicic Acid

ACTION REQUESTED:

Approval to award Invitation for Bids Y19-1069-MV, Hydrofluosilicic Acid, to the sole responsive and responsible bidder, Hawkins, Inc., in the estimated contract award amount of \$177,000 for a 1-year term contract. Further request authorization for the Procurement Division to renew the contract for four additional 1-year terms.

PROCUREMENT:

Hydrofluosilicic acid (fluoride) is added to drinking water as a public health benefit to assist in the prevention of tooth decay.

FUNDING:

Funds are available in account number 4420 038 1324 4150.

APPROVALS:

The Water Division and Business Development Division concur with this recommendation.

REMARKS:

One bid was received in response to this Invitation for Bids and was evaluated for responsiveness, responsibility, and price reasonableness. Hawkins, Inc. has confirmed their bid price, and it is considered reasonable, reflecting a decrease of 7.5% from the current contract pricing. Hawkins, Inc. has a satisfactory record of performance with resources, equipment, and work force to meet the requirements of this contract.

Hydrofluosilicic acid has primarily one benefit to its use within the potable water supply. The product is a dental health additive that over the past few decades, was formally requested by the Florida Department of Health Department dentists. The Board approved the addition of this product into our water supply following the recommendation of the Florida Department of Health guidelines for handling and dosages.

The vendors, who over a decade ago were experiencing growth in the use of this product, were bidding to supply the volume required. The rules of application have changed in volume, reducing the growth factor of the product for use in potable water supplies. The storage tanks at our facilities that had much larger capacity in the past have been reduced to a capacity that makes the product more expensive to deliver.

Award of Invitation for Bids Y19-1069-MV Hydrofluosilicic Acid

Several companies have reduced or eliminated their storage of the product.

To ensure an open and competitive bid process, the Invitation for Bids was posted on the Orange County website. A query from staff to potential bidders that declined to compete on this project resulted in the following findings:

- Dubois Chemicals, Inc. – Not interested in bidding on the contract.
- Harcros Chemicals, Inc. – Missed deadline for bid submittal.

Therefore, recommendation is made for award to Hawkins, Inc. The bid tabulation is as follows:

Bid Received
Hawkins, Inc.

Estimated Annual Bid
\$177,000




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

August 28, 2019

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 #Y19-1069-MV, Hydrofluosilicic Acid

The Business Development Division evaluated the **one bid** submitted for this project. **The bidder is not an Orange County Certified Minority/Women Business Enterprise (M/WBE) firm.** At the time of bid opening, there was no M/WBE availability in the scope of service. 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

