

**AGENDA ITEM REPORT**

**DATE:** June 21, 2022  
**DEPARTMENT:** Parks and Recreation  
**REQUESTER:** Jesse Lavender  
**TITLE:** Award Contract for Supply and Delivery of Sodium Hypochlorite for Swimming Pools

**I. MOTION REQUESTED**

A) Award Invitation to Bid No. B220160WCD, Supply & Delivery of Sodium Hypochlorite for Pools – Annual to Hawkins Water Treatment Group, Inc. for the supply & delivery of sodium hypochlorite, on an as needed basis, for an initial term of one-year, as approved in the departments’ annual adopted budgets, in the amount of \$139,080.  
 B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.  
 C) Grant the County Manager or designee the authority to renew the contract, for up to three (3) additional one-year periods, and to execute all associated documents, as approved in the departments’ annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewals.

**II. ITEM SUMMARY**

Awards a contract to Hawkins Treatment Group, Inc. for pool chemicals for all county pools and features. FY 21/22 expenditures were \$92,801. Total annual expenditures are projected to be more due to the recent surge in inflation, budgeted expenditures are projected not to exceed \$139,080. This annual contract is for an initial term of 1 year with up to 3 additional one-year renewal options. Funding is included in budget.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History  
 Procurement Management obtained bids for the project known as Invitation to Bid No. B220160WCD, Supply & Delivery of Sodium Hypochlorite for Pools. On the solicitation deadline of March 17, 2022, Procurement Management received two submittals of which Hawkins Water Treatment Group, Inc. was awarded the winning bid.  
  
 This annual contract is for an initial term of one-year with up to three one-year renewal options.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis  
 Procurement Management obtained bids for the project known as Invitation to Bid No. B220160WCD, Supply & Delivery of Sodium Hypochlorite for Pools. On the bid deadline of March 17, 2022, Procurement Management received two bids, Hawkins Water Treatment Group, Inc. was determined to be the lowest responsive and responsible bidder.
- E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$139,080
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B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: General Fund and MSTU Program: Parks and Recreation Operations Project: Pools and Water Features Account Strings: KH5722000100.505240 KH5722015500.505240	
G)	Fund Type?	General Fund, Unincorporated MSTU
H)	Comments:	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
Agreement - Hawkins Water Treatment Group - B220160WCD	5/24/2022	Agreement

**REVIEWERS:**

Department	Reviewer	Action	Date
Parks and Recreation	Tucker, Mary	Approved	6/10/2022 - 1:11 PM
Parks and Recreation	Lavender, Jesse	Approved	6/10/2022 - 1:20 PM
Budget Services	Guttery, Angela	Approved	6/10/2022 - 2:23 PM
Budget Services	Winton, Peter	Approved	6/10/2022 - 3:32 PM
County Attorney	Swindle, Amanda	Approved	6/13/2022 - 8:46 AM
County Manager	Brady, Christine	Approved	6/13/2022 - 9:47 AM