



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Gabriel Bowden, Utilities Director; George Barber, Chief Procurement Officer

**DATE:** September 5, 2024

**RE:** Award of Bid: Bulk pebble quicklime – IFB 44-0-2024 – Utilities Department (Carmeuse Lime and Stone, Inc. - \$630,072); and consideration of appropriating funds from Utilities Operating Undesignated Fund Balance for Fiscal Year 2025 (\$141,682).

### SUMMARY:

At the request of the Utilities Department, the Procurement Department solicited bids for the purchase and delivery of bulk pebble quicklime. The North Regional Water Treatment Plant (NRWTP) uses pebble quicklime as part of the process to produce potable water.

The Procurement Department notified two hundred fifty-seven (257) vendors of the City's solicitation. Two (2) bids and two (2) no bids were received in response to the City's invitation for bid. Procurement Department staff reviewed the bids for responsiveness. Utilities Department staff evaluated the bids for responsibility and ability to perform the scope of services. The low bid is acceptable to the Utilities Department.

Staff recommends award of Bulk Pebble Quicklime to Carmeuse Lime and Stone, Inc. The award will be for an initial term of twenty-four (24) months, with the option to renew for three (3) additional twelve (12) month periods, up to a cumulative of sixty (60) months. This contract will not begin until Fiscal Year (FY) 2025.

The Department budgeted \$488,390 in Fiscal Year 2025 proposed annual budget for bulk pebble quicklime (\$360,000 in operating plus a budget request to add another \$128,390). However, due to the contract award for the lowest bidder, the Department is requesting fund appropriation from Utilities Operating Undesignated Fund Balance in the amount of \$141,682 for bulk pebble quicklime for a total of \$630,072 for Fiscal Year 2025. The fund appropriation will occur on the first budget amendment following the start of FY 2025. Funding for future years will be requesting through the regular budget process.

**REQUESTING DEPARTMENTS:**

Utilities

Finance

Procurement

**FISCAL IMPACT:**

Total estimated amount is \$630,072 annually for the duration of the contract. Pending approval of the budget amendment in FY 2025, amount \$141,682 from Utilities Operating Undesignated Fund Balance (421-0000-392-3006); funds will be available in the Utilities Department's Operating Fund 421-8024-533-5202.

**STAFF RECOMMENDATION:**

Motion 1) to approve the appropriation of funds on the first budget amendment in FY 2025, amount \$141,682; and 2) approve award of IFB #44-0-2024/SVM, Bulk Pebble Quicklime, to Carmeuse Lime and Stone, Inc., located in Pittsburgh, Pennsylvania.

**ATTACHMENTS:**

1. Bid Tabulation