

RESOLUTION NO. 2019- 491

A RESOLUTION AWARDDING AN OPEN-END CONTRACT TO UNIVAR USA INC., MIDDLETOWN, PA FOR THE FURNISHING AND DELIVERY OF SCR REAGENT QUALITY AMMONIA FOR UNIT 11 AND CLAYVILLE 1 FOR THE VINELAND MUNICIPAL ELECTRIC UTILITY – GENERATION DIVISION, IN THE AMOUNT OF \$41,400.00.

WHEREAS, the City of Vineland has heretofore advertised for bids for the furnishing and delivery of SCR Reagent Quality Ammonia for Unit 11 and Clayville 1, for the Vineland Municipal Electric Utility Generation Division, for a period of one year beginning February 1, 2020 and ending January 31, 2021, with option for an additional year, in accordance with specifications on file in the office of the Purchasing Agent; and

WHEREAS, on October 22, 2019, bids were received, duly opened and read aloud, being referred to the Business Administrator for tabulation, evaluation, report and recommendation; and

WHEREAS, the Business Administrator has, under date of November 19, 2019 submitted a written report and tabulation of the bids received and has recommended that an open-end contract for the furnishing and delivery of SCR Reagent Quality Ammonia for Unit 11 and Clayville 1, for the Vineland Municipal Electric Utility Generation Division, be awarded to Univar USA Inc., Middletown, PA in the amount of \$41,400.00, said bid being the lowest bid received and considered in the best interest of the City of Vineland; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that said open-end contract for the furnishing and delivery of SCR Reagent Quality Ammonia for Unit 11 and Clayville 1, for the Vineland Municipal Electric Utility Generation Division, for a period of one year beginning February 1, 2020 through January 31, 2021, with option for an additional year, be and the same is awarded to Univar USA Inc., Middletown, PA, on their bid in the amount of \$41,400.00, said bid being the lowest bid received and considered in the best interest of the City of Vineland, and the Purchasing Agent be and the same is hereby authorized and directed to issue purchase order contract for the same in behalf of the City; and

BE IT FURTHER RESOLVED that the City Comptroller has certified that the funds for the contract to be awarded herein are available.

Adopted:

---

President of Council

ATTEST:

---

City Clerk



November 19, 2019

REPORT TO: THE MAYOR AND COUNCIL

RE: Proposals Submitted to the Purchasing Board 10/22/19

Dear Mayor and Members of Council:

Submitted to you herewith for your consideration is our evaluation of the proposals submitted to the Purchasing Board on October 22, 2019.

FURNISHING AND DELIVERY OF SCR REAGENT QUALITY AMMONIA FOR UNIT 11  
AND CLAYVILLE 1 FOR THE VINELAND MUNICIPAL ELECTRIC UTILITY –  
GENERATION DIVISION

It is the recommendation of the Director of Municipal Utilities, which has the concurrence of the Purchasing Agent and the Business Administrator that an open-end contract be awarded to the low bidder, Univar USA Inc., Middletown, PA in the amount of \$41,400.00.

We trust that the above recommendation will receive your favorable consideration and that the recommended resolution will be adopted as presented.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert E. Dickenson, Jr.", with a large, sweeping flourish extending to the right.

Robert E. Dickenson, Jr.  
Business Administrator

RD/rl



**BID EVALUATION FORM**

DEPARTMENT Electric Utility - Generation

Date: October 28, 2019

The undersigned recommends that a contract be awarded for the following:

1. Bid Title: SCR Reagent Quality Ammonia

2. Amount to be Awarded: \$41,400.00

Encumber Total Award

Encumber by Supplemental Release

3. Engineer's Estimate: \$50,000.00

4. Amount Budget: \$ 70,000.00

5. Account Number to be Charged: 00555502900153201 , E547X & E547C

6. Date Bids Received: October 22, 2019

7. Date to be Awarded: TBD

8. Recommended Vendor: Univar Solutions USA Inc.

9. Is Recommended Vendor the Apparent Lowest Bidder?  Yes  No

10. Comments/Special Instructions: Open-ended contract to start February 1, 2020.

11. Evaluation Performed by: M. Puri, Principal Engr. Ext.4249 *M.P. 10/28/19*

12. Approved By: *John Lillu* *10-30-19*

*John 10/28/19* *10/28/19*

13. Attached: (Check-Off List)

Tabulation of Bids

Justification for Vendor Recommendation (if applicable)

Evaluation Data (if applicable)

**Send copies to:**

Purchasing Division  
Business Administration

*John*

**TABULATION OF BIDS**  
**SCR REAGENT QUALITY AMMONIA**  
**FOR UNIT 11 & CLAYVILLE 1**  
**OCTOBER 22, 2019**

Engineers Estimate- \$50,000.00

	<b>UNIVAR SOLUTIONS USA INC. 200 DEAN SIEVERS PLACE MORRISVILLE, PA 19067</b>	<b>TANNER INDUSTRIES, INC. 735 DAVISVILLE ROAD SOUTHAMPTON, PA 18966</b>
Ownership Discl.	YES	YES
Affir. Action Plan	YES	YES
Addenda	YES	YES
Check List	YES	YES
Proposal	YES	YES
Iran Disclosure	YES	YES
<b>TOTAL</b>	<b>\$41,400.00</b>	<b>\$42,660.00</b>

**Specifications also sent to the following:**

AirGas Specialty Products

Deltek

**Prime Vendor**


**PURCHASING AGENT REVIEW**  
**COV BID # 2019-36**

Proposals were received and opened Tuesday, October 22, 2019 at 2:00 PM for SCR Reagent Quality Ammonia for Unit 11 & Clayville 1 from the following:

Univar Solutions USA Inc:	\$41,400.00
Tanner Industries Inc:	\$42,660.00

Comments: Both bidders submitted all the mandatory documents.

**Recommendation:** Award should be to Univar Solutions., Inc. as they provided the lowest bid, however, the Using Department needs to review Univar's bid to verify they provided all the information they requested to determine if they are responsive & responsible.

  
Miguel A. Mercado, QPA  
Purchasing Agent

## PROJECT SUMMARY

### SCR REAGENT QUALITY AMMONIA FOR UNIT 11 & CLAYVILLE UNIT 1

This is an open-ended project which covers SCR Reagent Quality Ammonia requirements for H.M. Down Unit 11 and Clayville Unit 1 during the first year of the contract. The cost estimates are for the first year of the contract. The project provides for a possible extension of the contract for an additional year called the Option Year if both parties agree to the extension. The project will cover the anticipated SCR Reagent Quality Ammonia requirements for the above units during the first year. Funds for the Option Year will be requested during the budgeting process.