



**Request for City Council Committee Action  
From the Departments of Public Works and Procurement**

**Date:** July 15, 2008  
**To:** Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee  
**Referral to:** Honorable Paul Ostrow, Chair Ways & Means Committee  
**Subject:** Approval of Official Publication No. 6981 - Bids for Sodium Permanganate

**Recommendation:**

Acceptance of the bid of Hawkins, Inc. for an estimated annual expenditure of \$ 200,000.00 to furnish and deliver sodium permanganate to Public Works Water Department, as follows:

Returnable Totes - 2550 pounds liquid per tote

- |    |                      |          |             |
|----|----------------------|----------|-------------|
| 1. | Delivery of 2 totes  | per tote | \$ 3,028.12 |
| 2. | Delivery of 10 totes | per tote | \$ 2,788.00 |

Vendor agrees to allow quantities to be increased up to 100% with no increase in price for one (1) year.

Terms are net 30 days with delivery three (3) days after each request. F.O.B.: Destination.

**Prepared by:** Gary Warnberg Director, Procurement

**Approved by:** Steven A. Kotke, P.E. Director of Public Works

Permanent Review Committee (PRC)	Approved _____	Not Applicable <u>XXX</u>
Policy Review Group (PRG)	Approved _____	Not Applicable <u>XXX</u>

**Reviews:**

Civil Rights Approval Approval XX Date June 16, 2008

**Financial Impact** (Check those that apply)

No financial impact - or - Action is within current department budget.  
(If checked, go directly to Background/Supporting Information)

- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Business Plan: X Action is within the plan  Action requires a change to plan
- Request provided to department's Finance Department contact when provided to the Committee Coordinator

**Community Impact**

Neighborhood Notification:	Not Applicable
City Goals:	City's infrastructure will be well maintained
Comprehensive Plan:	Not Applicable
Zoning Code:	Not Applicable

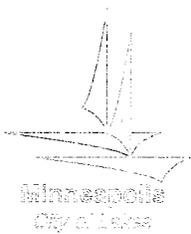
**Background/Supporting Information:**

Tabulation of one (1) bid received on Official Publication No. 6981 for Sodium Permanganate is attached.

Please refer to attached Staff Memo.

Attachments - Staff Recommendation  
Tabulation Sheet

cc: S. Rezania  
C. Catlin  
J. Patterson



Department of  
Public Works  
Steven A. Kotsis, P.E.  
City Engineer  
Director

350 South 5th Street - Room 805  
Minneapolis MN 55415

Office 612 673-2352  
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TTY 612 673-2157

June 11, 2008

City of Minneapolis Purchasing Department  
Attention: Connie Beck  
330 2<sup>nd</sup> Avenue South, Suite 552  
Minneapolis, Minnesota 55401

Re: Recommendation to accept single bid for Sodium Permanganate

The Minneapolis Water Works Department requests that purchasing accept the single bid from Hawkins, Inc. to supply Sodium Permanganate to the City of Minneapolis.

There is only one supplier for this chemical so limited bids or one bid is not unexpected. Hawkins, Inc. supplies many of the chemicals used in the water treatment process and has always provided high quality products and delivery service.

I do not believe that re-bidding this contract will afford the City a lower price or a higher quality product than Hawkins, Inc. will deliver.

For -

Chris Catlin  
Superintendent, Water Plant Operations  
City of Minneapolis Water Works



"BIDS FOR SODIUM PERMANGANATE" - P/W Water Department

Offl. Publ. 6981  
 Bids opened 10 AM, CDST  
 June 3, 2008  
 Minneapolis MN

*Answers  
 Clarified*

1. Delivery of 2 totes \$/tote	3,005.12							
Delivery of 10 totes \$/tote	2,788.00							
Bidder agrees to allow qtys to be increased Y/N	YES							
Bidders offers to extend add'l 12 months Y/N	NO							
Delivery - days AR0	3							

We, the undersigned, hereby certify that the above bids were publicly opened and read aloud:

*P. C. Buess*  
 FINANCE OFFICER

*Wm. Beck*  
 ASST. DIRECTOR, PURCHASING