

**INDIAN RIVER COUNTY  
OFFICE OF MANAGEMENT AND BUDGET  
PURCHASING DIVISION**

**DATE:** August 31, 2023

**TO:** BOARD OF COUNTY COMMISSIONERS

**THROUGH:** John A. Titkanich Jr., County Administrator  
Kristin Daniels, Director, Office of Management and Budget  
Jennifer Hyde, Purchasing Manager

**FROM:** Shelby Ball, Purchasing Specialist

**SUBJECT:** Award of Bid 2024001 – Annual Bid for Hydrofluosilicic Acid

**BACKGROUND:**

On behalf of the Utility Services Department, sealed bids were solicited to establish firm, fixed priced for the delivery of Hydrofluosilicic Acid (Fluoride) on an as needed basis. Indian River County Department of Utility Services (IRCDUS) has two (2) water production facilities that use Hydrofluosilicic Acid (Fluoride) for the treatment of water before it is sent to our customers. Fluoride is added to the finished water per FDEP permit requirements, and is used to help keep teeth strong and reduce the incidence of tooth decay. The current agreement with Harcros Chemicals, Inc. was awarded by the Board on September 10, 2021, and expires on September 30, 2023.

**ANALYSIS:**

Advertising Date: July 26, 2023  
 Bid Opening Date: August 25, 2023  
 Solicitation Broadcast to: 118 Subscribers  
 Bid Documents Requested by: 6 Firms  
 Replies: 1 Firm

Contractor	Location	Total Annual Bid
Univar Solutions USA, Inc.	Kent, WA	\$30,480

Univar Solutions, Inc. is considered to be the lowest, responsive, responsible bidder.

**FUNDING:**

To date, Utilities has spent approximately \$24,531 on Fluoride. This bid prices reflect a 3.25% increase in cost compared to last year’s rates. Increased water production is expected for FY 23/24 as a result of the Oslo Water Plant Improvement Project, and will necessitate the need for increased fluoride usage.

FY 22/23 Price	FY 23/24 Price	% Change
\$3.69/gallon	\$3.81/ gallon	3.25% Increase

Expenses, in the amount of \$37,000, for this contract are budgeted in the Utilities/Water Production/Chemicals account, number 47121936-035230, for Fiscal Year 2023/2024.

<b>Account Name</b>	<b>Account Number</b>	<b>FY 23/24 Budget</b>
Utilities/ Water Production/Chemicals	47121936-035230	\$37,000

**RECOMMENDATION:**

Staff recommends the Board award Bid 2024001 to Univar Solutions USA, Inc., and authorize the Purchasing Division to issue blanket purchase orders for the period of October 1, 2023 through September 31, 2024. Staff also recommends the Board authorize the Purchasing Manager to renew this bid under the same terms and conditions for two additional one-year periods subject to satisfactory performance, vendor acceptance, and determination by the Utilities Department that renewal of this annual bid is in the best interest of Indian River County.