



CITY OF ORLANDO

June 20, 2016

MEMORANDUM

TO: David Billingsley, CPSM, C.P.M., Chief Procurement Officer

THRU: Karen Elzy, A.P.P., C.P.M., Senior Purchasing Agent

FROM: Cindy Jordan, C.P.M., Purchasing Agent III *g*

SUBJECT: **Single Response for IFB16-0234, Hydrogen Sulfide Control Service**

The only response to the subject solicitation (which opened on 6/16/16) was submitted by U.S. Peroxide, LLC d/b/a USP Technologies.

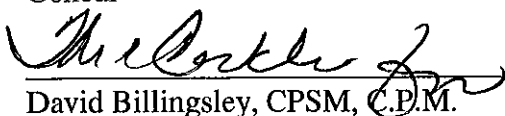
Per City Code Sec. 7.300. C. Single Response, the Chief Procurement Officer may award to the sole respondent if he determines the following criteria have been met:

1. The Price submitted is fair and reasonable. This solicitation is fair in relation to the current contract scope of work and the total cost of the services has remained the same as the current contract with a slight increase in the cost of the chemicals.
2. Other prospective respondents had a reasonable opportunity to respond. This solicitation was issued on May 27, 2016, with a scheduled bid opening on June 16, 2016. Records indicate that 12 firms downloaded the solicitation.
3. It is in the best interest of the City to proceed with award. The current contract expires July 31, 2016. Since the award is over \$100,000, it requires City Council approval. There is no time to rebid the solicitation and award before the contract expires. U.S. Peroxide, LLC d/b/a USP Technologies is also the current incumbent. There are no City certified Minority Business Enterprise firms for these services.

I spoke with prospective bidders who downloaded the solicitation. Odyssey Manufacturing Company could not handle the level of service to meet the City's needs. Florida Chemical Supply, Inc., Premier Chemical & Services, LLC and PVS Chemicals, Inc. all indicated that they read the requirement of the solicitation, but they do not provide these services..

Based on the information provided herein, it is recommended that it is in the best interest of the City to negotiate and award a contract to U.S. Peroxide, LLC d/b/a USP Technologies

Concur



David Billingsley, CPSM, C.P.M.
Chief Procurement Officer

Attachment: **Bid Tabulation**

PROCUREMENT AND CONTRACTS DIVISION

CITY HALL • 400 SOUTH ORANGE AVENUE • P.O. BOX 4990 • ORLANDO, FLORIDA 32802-4990
PHONE 407-246-2291 • FAX 407-246-2869 • <http://www.CityofOrlando.net>