



MEMORANDUM

DATE: October 19, 2020
TO: Dan Duchniak
FROM: Kelly Zylstra
RE: Extension of Contracts for Chemicals from Current Supplier

The contracts with our chemical suppliers typically run from June 1st to May 31st. In April, the Commission approved extensions to the 2020 contracts for several chemical supplier in light of the Covid-19 pandemic and the inherent risk in changing chemical suppliers during that timeframe.

One of those suppliers was Milport Chemical Company, who on April 6, agreed to hold their prices until November 2020. We told the Commission that we would ask for approval of proposals in November to bring these two chemicals back in sync with the others.

Following discussion with Milport in September, they have agreed to hold their 2020 prices until May 31, 2021.

- Sodium Hypochlorite (12.5%) at \$1.19/gallon
- Sodium Hydroxide (25%) at \$1.45/gallon.

The extension through May 31st will result in the following costs:

- | | | |
|-----------------------|--------------------------|-------------|
| • Sodium Hypochlorite | Milport Chemical Company | \$19,694.50 |
| • Sodium Hydroxide | Milport Chemical Company | \$1,594.32 |

Funds for these purchases have been budgeted in account 6410-300 through 2020 with the remainder being planned for in the 2021 budget.

Recommended Motion: Move to approve contract extension with our current chemical supplier, Milport Chemical Company, as presented.