



**ITEM 8.2
ACTION**

Valley Sanitary District

DATE: December 10, 2024

TO: Board of Directors

FROM: James Mills, Operations Supervisor

SUBJECT: AWARD OF CONTRACT FOR SUPPLY AND DELIVERY OF POLYMER TO POLYDYNE, INC. FOR A ONE-YEAR TERM PLUS TWO (2) OPTION YEARS WITH AN INITIAL COST FOR YEAR ONE IN AN AMOUNT NOT TO EXCEED \$82,5000

Suggested Action

Approve

Strategic Plan Compliance

GOAL 1: FACILITIES. Reliable, Sustainable Facilities that Meet Customer Needs

Fiscal Impact

The fiscal impact will be \$82,500 and this is within the current approved FY 2024/25 budget.

Environmental Review

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

Background

It is necessary to request competitive quotes from vendors, suppliers, and service providers to ensure that Valley Sanitary District receives the highest quality services at the best available rates. The Board of Directors and Staff have determined that a competitive process should be completed approximately every 3 years.

On August 28, 2024, a Request for Proposals (RFP) for the supply and delivery of polymer was issued through our online procurement portal OpenGov.

On November 1, 2024, two proposals were received by the posted deadline. The proposals were first evaluated to ensure that all the required information/documentation was properly submitted with the proposal. The properly submitted proposals were then sent to a panel for review and scoring. The proposals were evaluated on the following categories utilizing a 100-point scoring system:

1. Understanding of Project and Project Approach - 30%
2. Scope of Work and Schedule - 25%
3. Relevant Qualifications/Experience - 25%
4. Overall Quality of Proposal - 10%
5. Cost Evaluation - 10%

The proposals were ranked in order from one and two and the evaluations are summarized below:

Vendor	Evaluator 1	Evaluator 2	Evaluator 3
Polydyne, Inc.	97.5% (1)	80% (1)	80% (1)
Univar Solutions USA, Inc.	92% (2)	74% (2)	78% (2)

Based on the panel review and scoring, Polydyne, Inc. turned in the most complete and accurate proposal.

Recommendation

Staff recommends that the Board of Directors award a contract for supply and delivery of polymer to Polydyne, Inc. for a one-year plus two (2) option years with an initial cost for year one in an amount not to exceed \$82,5000.

Attachments

[8.2 Attachment A Evaluation Report Summary.pdf](#)
[VSD Professional Agreement Polydyne Inc.pdf](#)