



**Special meeting of the
Spokane Park Board Agenda**
4:00 p.m. Monday, August 21, 2023
In-person in the Lilac Conference Room,
1st floor City Hall, and
WebEx virtual meeting
Call in: 408-418-9388
Access code: **2487 935 4150**

Park Board Members

Bob Anderson – President
Gerry Sperling – Vice President
Garrett Jones – Secretary
Nick Sumner
Greta Gilman
Sally Lodato
Jennifer Ogden
Barb Richey
Hannah Kitz
Kevin Brownlee
Christina VerHeul
Jonathan Bingle – City Council liaison

Agenda

1. **Roll call** – Bob Anderson
2. **Public comment**
3. **Special discussion/action items:**
 - A. [Increase Oxarc Chemical Value Blanket from not to exceed \\$103,000 to not to exceed \\$135,000 including tax and freight for the remainder of the contract.](#) – Jennifer Papich
4. **Adjournment**

Agenda is subject to change

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6367, 808 W. Spokane Falls Blvd., Spokane, Washington, 99201; or erahrcclerks@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Description	VB price	unit	2023 price	quantity needed	\$ increase
Calcium Hypochlorite	\$225.75	100lb bucket	\$376.92	8	\$1,209.36
sodium bicarbonate	\$24.00	per 50 lb bag	\$30.00	300	\$1,800.00
calcium chloride	\$18.50	per 50 lb bag	\$27.69	96	\$882.43
cyanuric acid	\$90.75	per 50 lb bag	\$194.75	18	\$1,872.00
sodium hypochlorite	\$2.41	per gallon	\$4.80	17,900	\$42,781.00
hydrochloric acid	\$3.10	per gallon	\$3.97	8,000	\$6,928.00
				total	\$55,472.79

AGENDA SHEET FOR PARK BOARD MEETING OF: Feb. 13, 2020



Submitting Division
Parks & Recreation

Contact Person
Josh Oakes

Phone No.
363-5407

Department: ☐ Finance ☐ Operations ☒ Recreation/Golf ☐ Riverfront Park

Committee: ☒ Finance ☐ Golf ☐ Land ☐ Recreation ☐ Riverfront ☐ UFTC

Type of contract: ☒ New ☐ Renewal ☐ Amendment ☐ Extension ☐ Other

Beginning date: 04/01/2020 Expiration date: 12/31/2020 Open ended ☐

CLERKS' FILE OPR 2020 -
RENEWAL 0202
CROSS REF _____
ENG _____
BID _____
REQUISITION _____

AGENDA WORDING:

Oxarc aquatics chemical value blanket (not to exceed \$103,000, including freight and tax)

RECEIVED

FEB 19 2020

CITY CLERK'S OFFICE

BACKGROUND:

(Attach additional sheet if necessary)

Chemicals are needed to maintain water balance at the City pools. The previous value blanket expired 12/31/2019 and bid responses were collected for the 2020 season. There were two bid responses, one from Oxarc, and the other from Pure Water Aquatics. Attached is the bid comparison pricing sheet for the various chemicals. Based on the bids, Oxarc came in as the low bidder. If approved, the City will purchase chemical supplies from Oxarc annually in the amount not to exceed \$103,000, including tax and freight, with the option to renew for five years.

RECOMMENDATION:

Move to approve granting Oxarc the pool chemical value blanket in the amount not to exceed \$103,000, including tax and freight, with the option to renew for five years.

ATTACHMENTS: Include in packets. See back of Agenda Sheet for specific supporting document requirements.

SIGNATURES:

Requester - Josh Oakes

Dept. Manager Jennifer Papich

Director of Parks & Recreation - Garrett Jones

Parks Accounting - Megan Qureshi

Legal Dept. - Pat Dalton

DISTRIBUTION:

Parks: Accounting

Parks: Pamela Clarke

Budget Manager:

Requester: Josh Oakes

Thea Prince - Purchasing

Jennifer Papich

PARK BOARD ACTION:

APPROVED BY SPOKANE PARK BOARD

President

Feb. 13, 2020

Jennifer Ogden

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expenditure:	
\$103,000, including tax and freight	1400-54150-35203
Revenue:	

☐

Existing vendor

☐

New vendor – If so, please include vendor packet

☐

Supporting documents:

☐

Quotes/Solicitation (RFP, RFQ, RFB)

☐

W-9 (for new contractors/consultants/vendors)

☐

Contractor is on the City's A&E Roster City of Spokane

☐

ACH Forms (for new contractors/consultants/vendors)

☒

Spokane Business registration expiration date: 9-30-2020

☐

Insurance Certificate (minimum \$1 million in General

UBI#: 328-037-121

Liability)

Spokane Park Board

Briefing Paper



Committee	Finance		
Committee meeting date	Feb. 11, 2020		
Requester	Josh Oakes	Phone number: 509-363-5407	
Type of agenda item	<input checked="" type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input type="radio"/> Action		
Type of contract/agreement	<input checked="" type="radio"/> New <input type="radio"/> Renewal/extension <input type="radio"/> Amendment/change order <input type="radio"/> Other		
City Clerks file (OPR or policy #)			
Item title: (Use exact language noted on the agenda)	Oxarc aquatics chemical value blanket (not to exceed \$103,000, including freight and tax)		
Begin/end dates	Begins: 04/01/2020 Ends: 12/31/2020 <input type="checkbox"/> Open ended		
Background/history: Chemicals are needed to maintain water balance at the City pools. The previous value blanket expired 12/31/2019 and bid responses were collected for the 2020 season. There were two bid responses, one from Oxarc, and the other from Pure Water Aquatics. Attached is the bid comparison pricing sheet for the various chemicals. Based on the bids, Oxarc came in as the low bidder. If approved, the City will purchase chemical supplies from Oxarc annually in the amount not to exceed \$103,000, including tax and freight, with the option to renew for five years.			
Motion wording: Move to approve granting Oxarc the pool chemical value blanket in the amount not to exceed \$103,000, including tax and freight, with the option to renew for five years.			
Approvals/signatures outside Parks: <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
Distribution: Parks – Accounting Jennifer Papich - Recreation Parks – Pamela Clarke Thea Prince - Purchasing Requester: Josh Oakes Grant Management Department/Name: _____			
Fiscal impact: <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: \$103,000, including tax and freight Budget code: 1400-54150-35203			
Vendor: <input type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input checked="" type="checkbox"/> UBI: 328-037-121 Business license expiration date: 9-30-2020 <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)			

Reference Number	Description	UOM	Quantity	OXARC	Pure Water Aquatics
#1	CALHYPO 100 LB BUCKETS (NO 50 LB BUCKETS)	Buckets	5	\$1,176.25	\$933.35
#2	SODIUM THIOSULFATE 50 LB BAGS	Bags	20	\$559.26	\$1,045.00
#3	MURATIC ACID 4 GAL BOTTLES/BOX	BOX	20	\$600.00	\$539.00
#4	SODIUM BICARBONATE 50 LB BAGS	BAG	300	\$7,353.60	\$5,577.00
#5	SODIUM HYPOCHLORITE 12.5% - 40% 55 GAL	BARRELS	50	\$8,452.50	\$8,065.50
#6	MURATIC ACID 55 GAL	BARRELS	20	\$4,950.00	\$5,220.00
#7	CALCIUM CHLORIDE 50 LB BAGS	BAGS	96	\$2,363.04	\$2,592.00
#8	CYANURIC ACID 50 LB BAGS	BAGS	18	\$1,791.83	\$1,659.60
#9 BULK DELIVERY	SODIUM HYPOCHLORITE - 12/5%	GALLONS	17,000.00	\$40,970.00	\$93,330.00
#10 BULK DELIVERY	HYDROCHLORIC ACID - 15%	GALLONS	8,000.00	\$24,800.00	\$94,000.00
#11	Delivery Fee - if any	ea	1	\$0.00	
Total				\$93,016.48	\$212,961.45

RECEIVED

AGENDA SHEET FOR PARK BOARD MEETING OF: Dec. 13, 2018



Submitting Division
Parks & Recreation

Contact Person
Josh Oakes

Phone No.
509-363-5407

Department: ☐ Finance ☐ Operations ☒ Recreation/Golf ☐ Riverfront Park

Committee: ☐ Finance ☐ Golf ☐ Land ☒ Recreation ☐ Riverfront ☐ UFTC

Type of contract: ☐ New ☐ Renewal ☐ Amendment ☐ Extension ☐ Other

Beginning date: 3/1/2019 Expiration date: 12/31/2019 Open ended ☐

CLERKS' FILE	OPR 2013-0232
RENEWAL	
CROSS REF	
ENG	
BID	
REQUISITION	

AGENDA WORDING:

Oxarc supplies chemicals needed to maintain water balance at the City pools. This is the second one-year renewal of the initial three year Value Blanket that expired 12/31/2018. Value Blanket is worth \$102,927.79

BACKGROUND:

(Attach additional sheet if necessary)

Attached is the pricing sheet for the various chemicals the City would purchase from Oxarc.

RECOMMENDATION:

Approve the one-year renewal of the Oxarc Pool Chemical Value Blanket for 2019

ATTACHMENTS: Include in packets. See back of Agenda Sheet for specific supporting document requirements.

Attached is the Purchase Requisition and quote

SIGNATURES:

Requester - Josh Oakes

Dept. Manager Jennifer Papich

Director of Parks & Rec - Leroy Eadie

Parks Accounting - Megan Qureshi

Legal Dept. - Pat Daken

DISTRIBUTION:

Parks: Accounting

Parks: Pamela Clarke

Budget Manager:

Requester: _____

PARK BOARD ACTION:

APPROVED BY THE SPOKANE PARK BOARD

President

Dec. 13, 2018

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1.	5 buckets	CALHYPO 100 lb buckets <u>(No 50 lb buckets)</u>	\$225.75	\$1,128.75
2.	20 bags	SODIUM THIOSULFATE 50 lb bags	\$25.00	\$500.00
3.	20 boxes	MURATIC ACID 4 gal bottles/box	\$30.00	\$600.00
4.	20 bags	SODA ASH 50 lb bags	\$21.15	\$423.00
5.	300 bags	SODIUM BICARBONATE 50 lb bags	\$24.00	\$7,200.00
6.	50 barrels	SODIUM HYPOCHLORITE 12.5% - 40% 55 gal	\$189.05	\$8,452.50
7.	20 barrels	MURATIC ACID 55 gal	\$247.50	\$4,950.00
8.	96 bags	CALCIUM CHLORIDE 50 lb bags	\$18.50	\$1,776.00
9.	18 bags	CYANURIC ACID 50 lb bags	\$90.75	\$1,633.50
		<u>BULK DELIVERY</u>		
10.	17,900 gallons	SODIUM HYPOCHLORITE - 12.5%	\$2.41	\$43,139
11.	8000 gallons	HYDROCHLORIC ACID - 15%	\$3.10	\$24,800.00
SUB TOTAL:				\$94,602.75
WA SALES TAX (8.8 %)				\$8,325.04
GRAND TOTAL:				\$102,927.79
Delivery Fee - \$25.00 per stop				
list if delivery fee is per stop or how delivery fee is charged/calculated				