



**AGENDA REPORT**  
**July 10, 2018**

**Change order to an existing purchase order with Dyno Tech LLC**

---

**SUBJECT:**

Change Order to an existing purchase order (4500095522) with Dyno Tech LLC for Polymer

**FISCAL IMPACT:**

\$168,500.00 - Budget is available in the operations budget of the Sykes Creek (4150/365120), South Central (4150/365130) and South Beaches (4150/365140) Wastewater Treatment Plants.

**DEPT/OFFICE:**

Utility Services

**REQUESTED ACTION:**

It is requested that the Board approve a change order to an existing purchase order (#4500095522) with Dyno Tech LLC increasing the total purchase order amount to \$200,000.00.

**SUMMARY EXPLANATION and BACKGROUND:**

Polymer is used at the wastewater treatment plants to assist in separating out solids during the treatment process. The amount of polymer needed is dependent on the volume and condition of the wastewater arriving at the plant.

The three plants covered by this purchase order are currently using polymer at a faster rate than anticipated when the open purchase order was created at the start of the fiscal year. It was also anticipated that a new bid would be awarded by the end of calendar year 2017 and that award has been delayed. It is necessary to adjust the current purchase order to cover the anticipated expenses until this occurs. Based on the current consumption rate, it is expected that the total current purchase order should be increased to \$200,000, which is above the administrative approval level, and should be sufficient for all expected purchases through the end of the fiscal year. The original purchase order amount for the period from October 1, 2017 to November 30, 2017 was \$31,500.

**CLERK TO THE BOARD INSTRUCTIONS:**

Please e-mail executed Clerk Memo to [rose.lyons@brevardfl.gov](mailto:rose.lyons@brevardfl.gov)

**ATTACHMENTS:**

**Description**

- **Approved revisions to agenda**



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001  
Fax: (321) 264-6972  
Tammy.Rowe@brevardclerk.us

July 11, 2018

MEMORANDUM

TO: Jim Helmer, Utility Services Director

RE: Item F.19., Change Order to an Existing Purchase Order (4500095522) with Dyno Tech, LLC for Polymer

The Board of County Commissioners, in regular session on July 10, 2018, approved Change Order to an existing Purchase Order (4500095522) with Dyno Tech, LLC, increasing the total Purchase Order amount to \$200,000 for polymer.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK

*Tammy Rowe*

Tammy Rowe, Deputy Clerk

/ds

cc: ACM Denninghoff  
Finance  
Budget



**AGENDA REPORT**  
July 10, 2018

RECEIVED

JUN 21 2018

County Manager's  
Office

**Change order to an existing purchase order with Dyno Tech LLC**

**SUBJECT:**

Change Order to an existing purchase order (4500095522) with Dyno Tech LLC for Polymer

**FISCAL IMPACT:**

~~\$438,168~~ 500.00 - Budget is available in the operations budget of the Sykes Creek (4150/365120), South Central (4150/365130) and South Beaches (4150/365140) Wastewater Treatment Plants.

**DEPT/OFFICE:**

Utility Services

**REQUESTED ACTION:**

It is requested that the Board approve a change order to an existing purchase order (#4500095522) with Dyno Tech LLC increasing the total purchase order amount to ~~\$170~~200,000.00.

**SUMMARY EXPLANATION and BACKGROUND:**

Polymer is used at the wastewater treatment plants to assist in separating out solids during the treatment process. The amount of polymer needed is dependent on the volume and condition of the wastewater arriving at the plant.

The three plants covered by this purchase order are currently using polymer at a faster rate than anticipated when the open purchase order was created at the start of the fiscal year. It was also anticipated that a new bid would be awarded by the end of calendar year 2017 and that award ~~has been delayed~~ was delayed until June 2018. ~~Although the new bid has now been awarded and a new purchase order will be in place by the end of July,~~ it is necessary to adjust the current purchase order to cover the anticipated expenses until this occurs. Based on the current consumption rate, it is expected that the total current purchase order should be increased to ~~\$170~~200,000, which is above the administrative approval level, ~~and should be sufficient for all expected purchases through the end of the fiscal year.~~ The original purchase order amount for the period from October 1, 2017 to November 30, 2017 was \$31,500.

**CLERK TO THE BOARD INSTRUCTIONS:**

Please e-mail executed Clerk Memo to [rose.lyons@brevardfl.gov](mailto:rose.lyons@brevardfl.gov)

**ATTACHMENTS:**

**Description**

No Attachments Available

**REVIEWERS:**

<b>Department</b>	<b>Reviewer</b>
<b>Utility Services</b>	<b>Lyons, Rose</b>
<b>ACM Development</b>	<b>Denninghoff, John</b>
<b>County Manager</b>	<b>Abbate, Frank</b>

Revision Review

	Central Services
	John Denninghoff
	Frank Abbate