



# Memo

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TO: Public Works Committee  
FROM: Kevin Schone, Public Works Manager  
DATE: February 4, 2019  
SUBJECT: Amended Purchase Authorization

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In April of 2018 Council approved expenditures of \$9,900.00 for the purchase of ferric chloride to be used at the wastewater treatment facility. The ferric chloride is used to precipitate phosphorus from the wastewater to help meet our plant effluent limits as permitted by the IEPA.

A chemical bid tab was submitted in April of 2018 for review and approval by Council. The bid tab was incorrect in as it only showed funding for two shipments of ferric to be used during the fiscal year in the amount of \$9675.00. Because of this error staff is seeking approval to allow for the additional two shipments of ferric that are needed to keep the treatment plant in compliance.

A review of the budget detail sheet for wastewater shows \$20,000.00 has been budgeted for the purchase of ferric. Staff recommends approval of the additional ferric shipments for an amount not to exceed the total budgeted amount of \$20,000.00.

This matter is being placed on the City Council consent agenda for February 4, 2018 for review and consideration.

**CITY OF WASHINGTON  
Fiscal Year 2018-2019  
Object Account Detail**

**Fund:** Sewer  
**Account:** Miscellaneous Equipment  
**Prior Year Actual:** \$ 8,397  
**Current Year Budget:** \$ 11,000

**Sub-fund:** \_\_\_\_\_  
**Account #:** 501-00-650-2000  
**Budget Request:** \$ 10,000

**Expenditure Detail:**

| ITEM                           | Yr. to Date     | Est. Act.       | Budget           |
|--------------------------------|-----------------|-----------------|------------------|
| WWTP Misc. Equipment           |                 |                 | 2,000            |
| WWTP Small Hand Tools          |                 |                 | 1,000            |
| WWTP Small Power Tools         |                 |                 | 1,000            |
|                                |                 |                 |                  |
|                                |                 |                 |                  |
|                                |                 |                 |                  |
|                                |                 |                 |                  |
| Distribution Misc. Equipment   |                 |                 | 2,000            |
| Distribution Small Hand Tools  |                 |                 | 1,000            |
| Distribution Small Power Tools |                 |                 | 1,000            |
|                                |                 |                 |                  |
|                                |                 |                 |                  |
| Undesignated                   | 7,102           | 9,500           | 2,000            |
|                                |                 |                 |                  |
|                                |                 |                 |                  |
| <b>TOTALS</b>                  | <b>\$ 7,102</b> | <b>\$ 9,500</b> | <b>\$ 10,000</b> |

**Fund:** Sewer  
**Account:** Chemicals  
**Prior Year Actual:** \$ 8,783  
**Current Year Budget:** \$ 28,000

**Sub-fund:** \_\_\_\_\_  
**Account #:** 501-00-650-3500  
**Budget Request:** \$ 36,500

**Expenditure Detail:**

| ITEM                            | Yr. to Date      | Est. Act.        | Budget           |
|---------------------------------|------------------|------------------|------------------|
| WWTP Ferric Chloride FeCl3 PI&2 |                  |                  | 20,000           |
| WWTP Chlorine STP #2            |                  |                  | 500              |
| WWTP Polymer Sludge Press       |                  |                  | 15,000           |
|                                 |                  |                  |                  |
|                                 |                  |                  |                  |
|                                 |                  |                  |                  |
|                                 |                  |                  |                  |
|                                 |                  |                  |                  |
|                                 |                  |                  |                  |
| Undesignated                    | 17,393           | 23,250           | 1,000            |
|                                 |                  |                  |                  |
|                                 |                  |                  |                  |
|                                 |                  |                  |                  |
|                                 |                  |                  |                  |
| <b>TOTALS</b>                   | <b>\$ 17,393</b> | <b>\$ 23,250</b> | <b>\$ 36,500</b> |

CITY OF WASHINGTON  
301 WALNUT STREET  
WASHINGTON, IL 61571-1498  
PHONE: (309) 444-3196  
FAX: (309) 444-9779

BRENNTAG MID-SOUTH INC.  
1405 HIGHWAY 136 W  
PO BOX 20  
HENDERSON

KY 42419-0020

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P U R C H A S E   O R D E R

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P.O. NUMBER: 44616  
P.O. DATE: 05/01/2018  
P.O. AMT: \$26,177.00  
VENDOR NUMBER: BRENNTAG  
REQ. NUMBER:

ATTENTION:  
E. ANDREWS/JEB

DELIVER CITY HALL  
TO: 301 WALNUT STREET  
WASHINGTON  
PHONE: 309-444-3196

IL 61571  
FAX: 309-444-9779

VENDOR PHONE: 309-697-8400      FAX:

| DESCRIPTION                   | ACCOUNT #       | HOURS/QTY    | COST/UNIT | AMOUNT   |
|-------------------------------|-----------------|--------------|-----------|----------|
| CHLORINE - 150 LB. CYL. - WTR | 500-00-650-3500 | 55.00000     | 60.6000   | 3,333.00 |
| CHLORINE - 150 LB. CYL. - SWR | 501-00-650-3500 | 5.00000      | 60.6000   | 303.00   |
| CHLORINE - 1 TON CYL.         | 500-00-650-3500 | 8.00000      | 477.0000  | 3,816.00 |
| FLUORIDE - 300 LB. DRUM       | 500-00-650-3500 | 65.00000     | 93.0000   | 6,045.00 |
| FERRIC CHLORIDE               | 501-00-650-3500 | 90,000.00000 | .1100     | 9,900.00 |
| POLYMER                       | 501-00-650-3500 | 2,000.00000  | 1.3900    | 2,780.00 |

SEE ATTACHED FOR COMPS.  
APPR. BY CITY COUNCIL 4/2/18

\*\*FY 2018-19 BLANKET P.O.\*\*

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\$26,177.00

IL SALES TAX NUMBER E9993-0811-07

CITYHALL@CI.WASHINGTON.IL.US

REQUESTED  
BY: \_\_\_\_\_

APPROVED  
BY: \_\_\_\_\_

DATE: \_\_\_\_\_