



400 S. Federal Hwy
Hallandale Beach, FL 33009
07162025

City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	File No.:	Item Type:		1 st Reading	2 nd Reading
11/19/2025	25-447	☒ Resolution ☐ Ordinance ☐ Other	Ordinance Reading	N/A	N/A
			Public Hearing	☐	☐
			Advertising Required	☐	☐
			Quasi-Judicial:	☐	☐
Fiscal Impact (\$):	Account Balance (\$):		Funding Source:	Project Number:	
175,000	975,000		90-3320W-552060	N/A	
Contract Required:	P.O. Required:	RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
☒ Yes ☐ No	☒ Yes ☐ No	City of Coral Springs BID# 22-C-268F	Marlon Lobban, Public Works Director	Public Works	
Strategic Plan Focus Areas:					
☐ Fiscal Stability	☐ Resident Services	☒ Public Safety	☒ Infrastructure & Mobility	☐ Economic Development & Affordable Housing	
Implementation Timeline:					
Estimated Start Date: 10/1/2025			Estimated End Date: 8/16/2026		

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE PURCHASE OF SODIUM HEXAMETAPHOSPHATE (SHMP) FROM CARUS, LLC, UTILIZING THE CONTRACT THROUGH THE SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING COOPERATIVE GROUP, IN AN AMOUNT NOT TO EXCEED OF ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$175,000) FOR FISCAL YEAR 2025-26; AND PROVIDING FOR AN EFFECTIVE DATE.

STAFF SUMMARY:

Summary:

Staff seeks the City Commission's approval of the attached Resolution authorizing the City Manager to purchase Sodium Hexametaphosphate (SHMP) in 50 pounds bags from Carus, LLC utilizing the City of Coral Springs' contract BID# 22-C-268F in a total not to exceed amount of \$175,000 for Fiscal Year 2025-2026 and to execute all related documents to effectuate the purchase.

Background:

Sodium Hexametaphosphate (SHMP) is critical to the water treatment process to prevent scale formation and corrosion within the City's water distribution system.

To ensure flexibility and redundancy during the water filtration phase of the water treatment process, the Department of Public Works typically operates both the Lime Plant and the Reverse Osmosis (RO) Skids concurrently. Each system contributes roughly 50% of the finished water. When maintenance or improvements are required on one system, the other assumes an increased load to sustain water output.

The City's expenditures and corresponding SHMP consumption over the past six years are summarized in the table below. These expenditures have varied with the system operations and market pricing, while consumption has remained within the historical average range of 40,000 to 43,000 pounds per year. In 2022 and 2023 the Lime Plant was more heavily utilized due to maintenance on the RO system, leading to a higher consumption of SHMP. The FY 2025 expenditure of \$126,483 reflects stable pricing at \$3.17 per pound and consumption within the annual average range.

Fiscal Year	Amount Spent	Consumption (lbs)
2020	\$41,244	41,660
2021	\$39,501	39,900
2022	\$76,710	47,061
2023	\$135,387	44,830
2024	\$119,826	37,800
2025	\$126,483	39,900

The City of Coral Springs awarded Contract No. 22-C-268F for the purchase of SHMP, which is used during the water treatment process, valid from August 17, 2022, through August 16, 2023, with the option to renew thereafter for five (5) one-year renewal periods. At the time of the award, the per pound price of SHMP was \$2.82 (Exhibit 3). On May 26, 2023 the City of Coral Springs exercised the first renewal period, which provided a new expiration date of August 16, 2024 and approved a price adjustment of \$3.17 per pound. On July 3, 2024, the City of Coral Springs exercised the second renewal period, which provided an expiration date of August 16, 2025 with no change in price.

Effective August 17, 2025, the City of Coral Springs exercised the third renewal option maintaining the cost per pound at \$3.17.

Current Situation:

SHMP is required in the Lime Plant Filtration process, serving as an effective deflocculant, a property that helps to prevent the formation of large deposits in the filters and facilitates cleaning during the filter backwash process.

The City of Coral Springs has exercised the third of five additional one-year renewal options under Contract No. 22-C-268F for the purchase of SHMP, extending the agreement through August 16, 2026 (Exhibit 4). Renewal option #3 for FY 2025-2026 will maintain the current price of \$3.17 per pound.

For FY 2025-2026, staff estimates utilizing approximately 40,000 pounds of SHMP. This projection aligns closely with the historical annual average consumption. Staff will continue to monitor the usage closely. As water demand increases, SHMP consumption is expected to rise proportionally to maintain effective filtration and water quality. The requested not to exceed amount for this year remains the same as with the prior fiscal year and allows flexibility should there be an increased demand during the year (Exhibit 2).

Why Action is Necessary:

Pursuant to Code of Ordinances, in accordance with Procurement Code Section 23-5 Competitive procurement required; Procurement Mechanisms, (4) Piggybacking. Procuring goods or services from vendors who have been selected as a result of a competitive selection process by another governmental entity. The selection process utilized by the contracting entity must be substantially similar to the requirements of the City. The goods or services procured by the City must be procured pursuant to the original contract scope and terms. Furthermore, Section 23-9, Award, (e) The City Manager may award procurements within the delegated spending authority. All other procurements, except emergency procurements, require commission approval for award.

Cost Benefit:

The cost of water treatment chemicals continues to be highly volatile and is subject to rapid price fluctuations due to market conditions. The current cost of SHMP is approximately 85% higher than it was five years ago.

Utilizing the competitively bid piggyback agreement remains the most cost-effective and reliable option for the City. By utilizing this agreement, the City mitigates risks of market-driven cost increases while ensuring uninterrupted access to the water treatment chemicals.

PROPOSED ACTION:

The City Commission considers the attached Resolution.

ATTACHMENT(S):

Exhibit 1 – Resolution

Exhibit 2 – Resolution No. 2024-125
Exhibit 3 – ITB No. 22-C-268F, Sodium Hexametaphosphate
Exhibit 4 – Renewal #3 Letter – Carus LLC City of Coral Springs

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Reviewed By: Noemy Sandoval
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