

OMB Granicus Review

Granicus Title	First Amendment with Condly Holdings LLC d/b/a Carus LLC for the proprietary corrosion control chemical blend used in the Pinellas County Utilities water system.				
Granicus ID#	24-0117A	Reference #	21-0694-N	Date	01/29/2024

Mark all Applicable Boxes:

Type of Review									
CIP		Grant		Other	X	Revenue		Project	

Fiscal Information:

New Contract (Y/N)	N	Original Amount	\$	658,320.00
Fund(s)	4031	Amount of Change (+/-)	\$	465,000.00
Cost Center(s)	431320	Total Amount	\$	1,123,320.00
Program(s)	2321	Amount Available (FY24)	\$	416,000.00
Account(s)	5520003	Included in Applicable Budget? (Y/N)	Y	
Fiscal Year(s)	FY22 – FY25			

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

Summary

- The proposed First Amendment will increase the not-to-exceed threshold by \$465,000.00 for a revised total of \$1,123,320.00. The term length will also be increased by 12-months with a new end date of June 30, 2025.
- Expenses will be made from PCU's Operating Budget and funding will be derived from the Water Revenue and Operating Fund.
- PCU has budgeted \$416,000.00 in FY24, which is sufficient to meet the needs of this fiscal year.
- The 12-month term extension will also allow for expenses in FY25. This will be considered during FY25 budget development.

Background

Pinellas County Utilities (PCU) is seeking the approval of First Amendment to the Contract with Condly Holdings LLC, doing business as Craus LLC (Condly), for the proprietary corrosion control chemical blend used in the PCU water system. The original contract was approved with a term of 24 months (July 1, 2022, through June 30, 2024) and a not-to-exceed threshold of \$658,320.00, with an annual average expenditure of \$329,160.00.

If approved, First Amendment will increase the not-to-exceed threshold by \$465,000.00, or 70.6%, to \$1,123,320.00 and execute the first of three 12-month contract term extensions. Approval will adjust the term from July 1, 2022, through June 30, 2025, and increase the average annual expenditure by \$45,280.00, or 13.8% to \$374,440.00.

Utilities has budgeted for this contract in the FY24 Adopted Budget and does not expect approval of this amendment to cause a need to adjust spending or the budget. If there are unforeseen expenses that are higher than the budget in FY24, it is likely Utilities could absorb it without any additional action needed.

This increase in the not-to-exceed threshold and the 12-month extension will primarily impact FY25's budget and Utilities will include this during FY25 budget development.

Analyst: Shane Kunze

Ok to Sign: ☒

Instructions/Checklist

1. Upon receipt of a request for review and notification in Granicus, review the Agenda and document for language and accuracy. Make sure there are available funds, the dept. is not overextending itself, was it planned, etc.
2. Use the Staff Report section to give a summary of the contract and include your thoughts and pertinent information.
3. Complete the form above using the Granicus attachments and the County's accounting & budgeting systems (i.e., OPUS, Chart of Accounts, Questica Budget Software).
4. Include a statement in both the Fiscal Impact section of the Staff Report and the Granicus Review form to indicate if the activity is planned in the current budget.
 - a. Sample language: **"The (contract, agreement, MOU, activity, etc.) is included in the FY23 Adopted Budget and the preliminary FY24 budget submission from the department. The annual amount expected to be spent on the (contract, agreement, MOU, activity, etc.) is approximately the same as has been spent in most recent years (or is ____ percent higher or lower due to ____)"**.
5. Save the form with the following naming convention:
 - a. **OMB.Review_XX-XXXX_Department_Subject_Date)**
 - b. (e.g., OMB Review_22-529A_PW_Sidewalk_28-DEC-2022).
6. Upload to Granicus as a numbered attachment.
 - a. Upload a copy of the Granicus review into the appropriate department review folder on SharePoint. (OMB/OMB Document Library/GRANICUS.RVW).