

Legislation Details (With Text)

File #: 15-0846 **Version:** 1 **Name:**

Type: Item Approved on Behalf of the Board **Status:** Passed

File created: 9/10/2015 **In control:** Board of Mayor & Aldermen

On agenda: 10/13/2015 **Final action:** 10/13/2015

Title: Report of bid award to ESC Lab Sciences of Mt. Juliet, Tennessee in the total estimated amount of \$4,400 per year for aquatic toxicity (biomonitoring) testing for the Water Reclamation Division of the Water Management Department (Purchasing Office Procurement Solicitation No. 2016-006; \$47,250.00 budgeted for all Water Reclamation laboratory services in 431-82280-52213 for fiscal year 2016; Contract No. 2015-0329)

Sponsors: Mark Hilty, Michelle Hatcher

Indexes:

Code sections:

Attachments: 1. 2016-006 Tabulation of bids, 2. 2015-0329 Procurement Agreement, approved by Law, signed for vendor, with attachments

Date	Ver.	Action By	Action	Result
10/13/2015	1	Board of Mayor & Aldermen	approved	Pass

DATE: September 21, 2015

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
Russell Truell, Assistant City Administrator / CFO
Mark Hilty, Water Management Director
Michelle Hatcher, Water Management Assistant Director
Juan Davis, Water Reclamation Superintendent
Brian Wilcox, Purchasing Manager

SUBJECT:

Report of bid award to ESC Lab Sciences of Mt. Juliet, Tennessee in the total estimated amount of \$4,400 per year for aquatic toxicity (biomonitoring) testing for the Water Reclamation Division of the Water Management Department (Purchasing Office Procurement Solicitation No. 2016-006; \$47,250.00 budgeted for all Water Reclamation laboratory services in 431-82280-52213 for fiscal year 2016; Contract No. 2015-0329)

Purpose

The purpose of this procurement is to purchase aquatic toxicity (biomonitoring) testing for the Water Reclamation Division of the Water Management Department for a term of award to terminate June 30, 2017 with options to extend the term of award up to three times, each time for up to one (1) additional year.

Background

The City published on August 20, 2015 a Notice to Bidders in the *Williamson Herald* for performance upon demand of each of the following wastewater treatment laboratory contract services for the specified term of award: (A) industrial pretreatment sampling and testing, Water Reclamation Facility influent and effluent testing, and testing of river samples (Purchasing Office Solicitation No. 2016-005); (B) aquatic toxicity (biomonitoring) testing (2016-006); and (C) annual stream bioassay sampling, testing and identification (2016-007); each being bid independently. In addition, bid documents were sent on or about the same date directly to five (5) potential bidders known or thought to be interested in this solicitation. Bids from three (3) vendors were publicly opened at the bid opening held on September 10, 2015. A tabulation of the bids received for this solicitation is attached.

Financial Impact

The apparent lowest, most responsive and responsible bid, from ESC Lab Sciences of Mt. Juliet, Tennessee, is in the total estimated amount of \$4,400 per year for the specified services based upon specified estimated quantities. This bid was identified because it is the lowest bid that meets or exceeds the City's intention as expressed and implied by the City's specifications as well as the instructions, terms and conditions pertaining to this procurement solicitation. The Water Management Department Water Reclamation Division budget for fiscal year 2016 allocates \$47,250.00 out of the Wastewater Fund for the purchase of laboratory services including the services to be rendered pursuant to this particular procurement solicitation, among others. The ESC Lab Sciences bid amount is \$1,200 per year (37.5%) more than the award amount last time the City bid out these services (bid opening for which was on April 30, 2013).

Options

In accordance with the bid documents, the City reserves the right to reject any and all bids.

Recommendation

Inasmuch as the maximum value of this contract, even if all options to extend the term of award are exercised, is less than \$25,000, the City Administrator has approved City Contract No. 2015-0329 and approved the apparent lowest best bid, from ESC Lab Sciences of Mt. Juliet, Tennessee, in the estimated amount of \$4,400 per year for aquatic toxicity (biomonitoring) testing, for the Water Reclamation Division of the Water Management Department. Purchasing Manager Brian Wilcox is of the opinion that the prepared specifications as distributed allowed for competition among multiple vendors, and that the award appears to have been made in a fair and impartial manner based upon the bids received. Staff recommends the Board of Mayor and Aldermen acknowledge receipt of this report.