

AGENDA



Thursday, November 19, 2009

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 53

Subject: Authorize award and execution of a 36-month requirements service contract with DHL ANALYTICAL, INC., Round Rock, TX for pollutant analyses services in an estimated amount not to exceed. \$240,000, with three 12-month extension options in an estimated amount not to exceed \$80,000 per extension option, for a total estimated contract amount not to exceed \$480,000.

Amount and Source of Funding: Funding in the amount of \$73,333 is available in the Fiscal Year 2009–2010 Operating Budget of the Watershed Protection Department. Funding for the remaining 25 months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Steve Cocke, Buyer II / 974-2003

Purchasing Language: Lowest bid of three bids received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority Owned and Women Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract will provide pollutant analyses services for non-routine and special quality lab testing for the Watershed Protection Department. Sediment sampling and analyses are required under various programs including but not limited to:

- Protection measures for the Barton Springs Salamander under the Texas Pollutant Discharge Elimination System permit specify sediment analyses of toxic constituents.
- Organic compounds and metals in sediments are analyzed in lake and creek sediments for the Clean Rivers Program which submits data through the Lower Colorado River Authority to the Texas Commission on Environmental Quality for its biennial statewide water quality assessment.
- Sampling may also be required by unanticipated spills, releases, special studies or other events that may impact the environment.

MBE/WBE solicited: 42/26 MBE/WBE bid:0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Four hundred forty-two notices were sent, including 42 MBEs and 26 WBEs. Three bids were received, with no response from the MBE/WBEs.
- c. The pricing offered represents a 4% increase to the previous contract award in November 2007.

APPROVAL JUSTIFICATION

- a. Lowest bid received. DHL Analytical, Inc. is the current provider of these services.
- b. The Purchasing Office concurs with the Watershed Protection Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.