



**Purchasing Service Agreement  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 29  
AGENDA DATE: Thu 10/28/2004  
PAGE: 1 of 3**

**SUBJECT:** Authorize execution of a 12-month service agreement with DHL ANALYTICAL INC., (MBE/MA-100%), Round Rock, TX, for pollutant analysis services for the Watershed Protection and Development Review Department in an amount not to exceed \$75,000, with three 12-month extension options in an amount not to exceed \$75,000, for a total contract amount not to exceed \$300,000.

**AMOUNT & SOURCE OF FUNDING:** Funding in the amount of \$68,750 is available in the Fiscal Year 2004-2005 Approved Operating Budget of the Watershed Protection and Development Review Department. Funding for the remaining one month 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.

**REQUESTING** Purchasing **DIRECTOR'S**  
**DEPARTMENT:** for Watershed Protection **AUTHORIZATION:** Vickie Schubert  
and Development  
Review;

**FOR MORE INFORMATION CONTACT:** R. C. Hernandez, Senior Buyer, 974-6434

**PRIOR COUNCIL ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** Lowest bid of three bids received

**MBE / WBE:** This contract will be awarded in compliance with Chapter 2-9 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.

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This service agreement will provide pollutant analysis services for non-routine samples and studies with special quality assurance objectives for the Watershed, Protection and Development Review Department.

Routine water quality samples are generally analyzed at the City's Walnut Creek laboratory. The lab does not currently have the needed capabilities for analysis of sediment and sludge. The City also has special assurance requirements for environmental sampling and analysis. In particular, sediment sampling and analyses are required under various programs including but not limited to the following:

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



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Special requirements of the CRP require that low detection limits be met and specific quality control procedures used. An example of specific quality assurance objectives is the ability to review data for potential concerns (such as contaminant levels in Barton Springs Pool) where detection limits must be sufficiently low for comparison with regulatory criteria and biological effects levels. For each designated CRP period, a laboratory must be named that is responsible for specific analyses.

When timeliness and quality assurance requirements can be met, the Walnut Creek laboratory is routinely used for environmental sample analyses. For the CRP, the City laboratory will be responsible for routine surface water quality samples; DHL's laboratory will be routinely used for sediment and solid analyses for the CRP and for other special projects.

MBE/WBE Sent: 19/12

MBE/WBE Bid: 1/0

**BID TABULATION**

Pollutant Analyses Services  
(30 line items/\$75,000 annual budget)  
IFB No. RH04300085

<u>Vendor</u>	<u>Total Price of Sampling for 30 types of tests</u>
<b>DHL ANALYTICAL, INC.</b>	<b>\$2,292</b>
<b>ROUND ROCK, TX (MBE/MA)</b>	
<b>Severn Trent Laboratory – Austin</b>	<b>\$2,460</b>
<b>Austin, TX</b>	
<b>LCRA</b>	<b>\$3,627</b>
<b>Austin, TX</b>	
<b>ANA-LAB Corporation*</b>	
<b>Kilgore, TX</b>	

\*Non-responsive. Did not submit revised bid sheet as required by the solicitation.

Complete bid tabulation is available in the Purchasing Office.

**PRICE ANALYSIS**



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- a. Adequate Competition.
- b. Eighty-four notices were sent including nineteen MBEs and twelve WBE. Ten bids were issued including one MBE and no WBEs. Three bids were received with one MBE responding.
- c. This is the first time these services have been competitively solicited; similar services were previously provided by LCRA. There is no comparable price history available.

**APPROVAL JUSTIFICATION**

- a. Low bidder.
- b. Watershed, Protection and Development Review Department concurs with the recommended award herein.
- c. Advertised in the Austin American-Statesman and Internet.