



**CITY MANAGER'S REPORT
AGENDA ITEM REQUEST
FINANCE DEPARTMENT**

TO: Ed Lavallee, City Manager

THROUGH: Jeff Snyder, Finance Director

FROM: Peter Boers, Procurement Manager

DATE: March 20, 2014

SUBJECT: Annual Contract for Laboratory Testing Services

Background:

At the request of the Utilities Department, Procurement issued Invitation to Bid (ITB) 2981-14 for routine water and wastewater testing. These tests are required by permit from multiple regulatory agencies; Florida Department of Environmental Protection (FDEP), Sarasota County Air and Water Quality, and the Environmental Protection Agency (EPA).

On March 5, 2014, the City received three (3) bids for Bid Form A, Eastside WRF, and four (4) bids for Bid Form B, Reverse Osmosis Water Treatment Plant. Sanders Laboratories, Inc., of Nokomis, Florida was the lowest responsive and responsible bidder in both categories. The Utilities Department has reviewed the bid responses and concurs with this recommendation.

Requested Action:

Approval of the attached contract with Sanders Laboratories, Inc., at the unit prices bid in response to ITB 2981-14 for routine testing for the Reverse Osmosis Water Treatment Plant and the Eastside WRF.

City Attorney Review:

The City Attorney has reviewed this document and finds it acceptable.

Risk Management Review:

The Risk Manager has reviewed this document and finds no risk management objections.

Funds Availability:

Funds have been appropriated in the department budget for Fiscal Year 2014.

Cc: Len Bramble, Utilities Director
Tim Hochuli, Assistant Utilities Director

Attachment