



AGENDA MEMORANDUM

Future Item for the City Council Meeting of December 11, 2012

Action Item for the City Council Meeting of December 18, 2012

DATE: November 20, 2012

TO: Ronald L. Olson, City Manager

FROM: Michael Barrera, Assistant Director of Financial Services
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Colilert

CAPTION:

Motion approving a supply agreement with IDEXX Distribution, Inc., Westbrook, Maine for the laboratory testing reagent "Colilert" based on only bid, in accordance with Bid Invitation No. BI-0174-12, for an estimated annual expenditure of \$94,140.00, of which \$62,760.00 is required for the remainder of FY 2012-2013. The term of the agreement shall be for twelve (12) months with options to extend for up to two (2) additional twelve-month periods, subject to the approval of the supplier and the City Manager or designee. Funds have been budgeted by the Health Department and Water Department in FY 2012- 2013.

PURPOSE:

Colilert is used by the Health and Water Departments to test water for bacteria. Colilert is the only test reagent approved by the Texas Commission on Environmental Quality (TCEQ) for this type of testing. IDEXX Distribution, Inc. is the manufacturer and sole distributor of Colilert.

BACKGROUND AND FINDINGS:

This testing is required by the Environmental Protection Agency (EPA) and administered by the Texas Commission on Environmental Quality (TCEQ). The Water Department tests the water for the City of Corpus Christi. The Health Department is a regional testing lab and tests the water for various cities in the surrounding area. The Health Department charges for the service and the fees are reimbursed to the City.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Water Department, Health Department

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year: 2012-2013	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$279,556.11	\$31,380.00	\$310,936.11
Encumbered / Expended Amount		\$42,389.92	0	\$42,389.92
This item		\$62,760.00	\$31,380.00	\$94,140.00
BALANCE		\$174,406.19		\$174,406.19

Fund(s): Water Fund, Nueces County Health District Fund

Comments: The \$62,760 financial impact shown above represents eight months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$31,380 for the last four months of the contract will be requested for next fiscal year during the normal budget process.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Price sheet