



AGENDA MEMORANDUM

Future Item for the City Council Meeting of May 24, 2016
Action Item for the City Council Meeting of May 31, 2016

DATE: May 24, 2016

TO: Ronald L. Olson, City Manager

FROM: Dan Grimsbo, Interim Director of Water Utilities
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Laboratory Testing Reagent Colilert Supply Agreement

CAPTION:

Resolution finding that competitive bids are not required for a procurement from IDEXX Distribution, Inc., Westbrook, Maine, for the laboratory testing reagent Colilert, and authorizing the City Manager, or designee, to enter into a supply agreement for a not to exceed amount of \$135,304.00, of which \$45,101.33 is required for the remainder of FY 2015-2016. Funds have been budgeted by the Water Department and Health Department in FY 2015-2016. The term of the agreement shall be for one year with an option to extend for up to two additional one year terms, subject to the approval of the supplier and the City Manager or designee.

PURPOSE:

Colilert is used by the Water and Health Departments to test water for bacteria. Colilert is the only testing reagent approved by the Texas Commission on Environmental Quality for this type of testing.

BACKGROUND AND FINDINGS:

IDEXX Distribution, Inc., is the sole manufacturer and sole source supplier in the United States water testing market. This testing is required by the Environmental Protection Agency and administered by the Texas Commission on Environmental Quality. 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:

The proposed purchase conforms to City purchasing policies and procedures. IDEXX Distribution, Inc., is the sole source procurement according to Local Government code 252.022(a)(7)(A).

EMERGENCY / NON-EMERGENCY:

Non-Emergency.

DEPARTMENTAL CLEARANCES:

Water Department, Health Department

FINANCIAL IMPACT:

x Operating Revenue Capital Not applicable

Fiscal Year: 2015-2016	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$239,189.03	\$90,202.67	\$329,391.70
Encumbered / Expended Amount		\$171,907.76	\$0	\$171,907.76
This item		\$45,101.33	\$90,202.67	\$135,304.00
BALANCE		\$22,179.94	\$0	\$22,179.94

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

Comments: The \$45,101.33 financial impact shown above represents four months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$90,202.67 for the last eight months of the contract will be requested for next fiscal year during the normal budget process.

RECOMMENDATION:

Staff recommends approval of the resolution as presented.

LIST OF SUPPORTING DOCUMENTS:

- Resolution
- Price sheet
- Supply Agreement