



AGENDA MEMORANDUM

Action Item for the City Council Meeting October 12, 2021

DATE: October 12, 2021
TO: Peter Zanoni, City Manager
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Laboratory Supplies for Greenwood Wastewater Treatment Plant

CAPTION:

Resolution authorizing a two-year supply agreement for the purchase of laboratory supplies to conduct enterococci testing at the Greenwood Wastewater Treatment Plant Laboratory with IDEXX Distribution Inc. of Westbrook, Maine for an estimated amount of \$60,749.82, with FY 2022 funding in an amount not to exceed \$30,374.91 available from the Wastewater Fund.

SUMMARY:

This is a two-year laboratory supplies agreement for the Greenwood Wastewater Treatment Plant Laboratory to conduct enterococci sample testing for the City's six wastewater treatment plants in compliance with the Texas Commission on Environmental Quality (TCEQ) requirements.

BACKGROUND AND FINDINGS:

The TCEQ requires enterococci sample testing at the City's six wastewater treatment plants. Enterococci testing for all the wastewater treatment plants is conducted in-house at the Greenwood Wastewater Treatment Plant Laboratory. In-house testing is cost-effective and provides the flexibility to test during off-shift hours when necessary.

IDEXX is the vendor currently providing our laboratory supplies. This agreement will replace the recently expired contract with a longer-term supply agreement.

The unit price in this supply agreement is approximately 5% cheaper than that of last year.

PROCUREMENT DETAIL:

IDEXX Distribution, Inc. is the sole manufacturer and supplier in the US water testing market. This testing is required by the Texas Commission on Environmental Quality (TCEQ).

ALTERNATIVES:

An alternative is to not enter into a supply agreement, which would require separate procurements on an as-needed basis, potentially reducing the economies of scale pricing secured through a long-term contract, and increasing the time delay due to the procurement process, which in turn could negatively impact operations.

FISCAL IMPACT:

The FY2022 fiscal impact for the Utilities Department is an amount not to exceed \$30,374.91 from the Wastewater Fund, with the remaining cost of \$30,374.91 to be budgeted in future years through the annual budget process.

FUNDING DETAIL:

Fund:	4200 Wastewater
Organization/Activity:	33120 Greenwood Wastewater Plant
Mission Element:	064
Project # (CIP Only):	N/A
Account:	520030 Chem/hslid. supplies

RECOMMENDATION:

Staff recommends approval of this resolution authorizing a two-year supply agreement with IDEXX Distribution, Inc. for laboratory supplies for the Greenwood Wastewater Treatment Plant as presented.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet
Supply Agreement
Resolution