



AGENDA MEMORANDUM

Action Item for the City Council Meeting of March 26, 2019

DATE: March 26, 2019

TO: Keith Selman, Interim City Manager

FROM: Annette Rodriguez, Director of Public Health
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Water Lab Clinical Supplies for Health

CAPTION:

Resolution authorizing a three-year supply agreement for the purchase of water lab clinical supplies with IDEXX Distribution, Inc., of Westbrook, Maine for an amount not to exceed \$105,000.

PURPOSE:

This item is to approve the supply agreement for water lab clinical supplies used by the Health District to test water for bacteria.

BACKGROUND AND FINDINGS:

IDEXX Distribution, Inc., is the sole manufacturer and supplier in the US water testing market. This testing is required by the Environmental Protection Agency (EPA) and administered by the Texas Commission on Environmental Quality (TCEQ). The Health District is a regional testing lab and test the water for various cities in the surrounding area. The Health District charges for the service and the fees are reimbursed to the City.

This is sole source purchase. IDEXX Distribution, Inc. is the only provider of these clinical supplies.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

Not applicable.

EMERGENCY / NON-EMERGENCY:

Non-Emergency.

DEPARTMENTAL CLEARANCES:

Health

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2018-2019	Current Year	Future Years	TOTALS
Line Item Budget	\$165,000.00	\$93,333.00	\$258,333.00
Encumbered/Expended Amount	\$59,403.52	\$0.00	\$59,403.52
This item	\$11,667.00	\$93,333.00	\$105,000.00
BALANCE	\$93,929.48	\$0.00	\$93,929.48

Fund(s): Health Grants

Comments:

The initial contract term total is \$105,000 of which \$11,667 will be funded in FY 2018-2019 grant year which ends August 31, 2019.

RECOMMENDATION:

Staff recommends approval of the resolution as presented.

LIST OF SUPPORTING DOCUMENTS:

Resolution