



AGENDA MEMORANDUM

Action Item for the City Council Meeting of April 21, 2020

DATE: April 21, 2020

TO: Peter Zaroni, City Manager

FROM: Kevin Norton, Director of Water Utilities
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<p>Service Agreement for Water Utilities Laboratory Casework Renovations and Upgrade Phase III</p>

CAPTION:

Motion approving a service agreement with VWR International, LLC in an amount not to exceed \$99,760.40 for Phase III of the Utilities Water Lab renovations and upgrades, effective upon issuance of notice to proceed and FY 2020 funded through the Water Fund.

SUMMARY:

This item is to approve a service agreement for the Water Utilities Laboratory casework renovations and upgrade Phase III being purchased through the Texas Multiple Award Schedule (TXMAS). This final phase updates the drinking water microbiology room, the Total Organic Carbon (TOC) instrumentation room, the sample incubator/sterilization room, and the main lab area where the City's drinking water samples are processed.

BACKGROUND AND FINDINGS:

This is the third and final phase of the Water Utilities Laboratory renovation. In 2015, the Phase I renovation addressed the most critical laboratory requirements in three rooms, which included replacement of two outdated chemical fume hoods as well as electrical components work executed by O. N. Stevens Water Treatment Plant electricians.

In 2017, the Phase II renovation was performed on two laboratory rooms. This phase of renovation replaced the rusted casework/countertops, upgraded plumbing, and installed emergency eyewash stations to bring the sinks up to laboratory certification standards in those two rooms.

The third and final phase updates the drinking water microbiology room, the Total Organic Carbon (TOC) instrumentation room, the sample incubator/sterilization room, and the main lab area where the City's drinking water samples are processed. This renovation includes replacement of the last outdated chemical fume hood, which no longer meets airflow certification specifications, plus the installation of new lab style cabinetry (casework) that provides better organized workspaces and storage that meet Texas Commission on Environmental Quality (TCEQ) and National Environmental Laboratory Accreditation Program (NELAP) standards. The renovation also includes removal/capping of gas lines no longer in use, increased counter and storage space that allows the processing of larger numbers of samples, and replacement of deteriorated cabinets.

This procurement is through TXMAS. Contracts awarded through TXMAS have been competitively procured, in compliance with Texas local and state procurement requirements.

ALTERNATIVES:

The alternative is to not renovate the Water Utilities Lab, which will lead to continued deterioration of laboratory workspaces and equipment that will potentially jeopardize the laboratory accreditation.

FISCAL IMPACT:

The fiscal impact for the Water Utilities Department in FY 2020 is \$99,760.40 for the Water Utilities Laboratory Casework Renovations and Upgrade Phase III.

Funding Detail:

Fund:	4010 Water Fund
Organization/Activity:	31010 Stevens Filter Plant
Mission Element:	062 Treat Water
Project # (CIP Only):	N/A
Account:	530000 Professional Services
Cost:	\$63,686.29

Fund:	4010 Water Fund
Organization/Activity:	31700 Water Utilities Lab
Mission Element:	063 Water Quality Monitoring
Project # (CIP Only):	N/A
Account:	530000 Professional Services
Cost:	\$36,074.11

RECOMMENDATION:

Staff recommends approval of this service agreement for the Water Utilities Laboratory casework renovations and upgrade Phase III with VWR International, LLC.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet
Service Agreement