

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Environmental Services

AGENDA DATE: August 12, 2008

CONTACT PERSON/PHONE: Ellen A. Smyth, P.E. / 621-6719 ; Terrence Freiburg, Purchasing Manager, 541-4313

DISTRICT(S) AFFECTED: All

SUBJECT:

Award Contract 2008-210 to TestAmerica Laboratories, Inc. for the Environmental Laboratory Services for Municipal Solid Waste Facilities contract for a term of 36 months, which may be extended for two additional years. The total duration of this contract, including the exercise of any options under this clause, shall not exceed five (5) years.

BACKGROUND / DISCUSSION:

The staff recommends awarding the Environmental Laboratory Services for Municipal Solid Waste Facilities Environmental Services contract to TestAmerica Laboratories, Inc. based upon best value criteria. The contract is for groundwater sample analysis and reporting for the City's Clint and McCombs Landfills. TestAmerica was the overall low bidder and is a National Environmental Laboratory Accreditation Program (NELAP) accredited laboratory. TestAmerica has a good reputation and quality for providing laboratory services. TestAmerica previously provided these services to the City of El Paso and has an excellent record of service.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

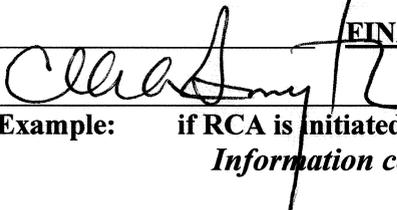
This item has been budgeted in the following account: Department – 34010296; Fund – 40403; Account – 502204. The estimated amount is \$40,000/year or \$120,000 for the initial three years of the contract. Requisition # 2008002530 has been issued.

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: 

(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

PROJECT FORM

DATE: July 25, 2008

PROJECT: Environmental Laboratory Services for Municipal Solid Waste
SOLICITATION NO: 2008-210 DEPARTMENT: Environmental Services
BUDGET NO: 40403-34010296-502204
FUNDING SOURCE: Environmental Services
REPRESENTATIVE DISTRICT(S): All

RECOMMENDATION: Vendor: TestAmerica Laboratories, Inc.
North Canton, OH
Item: All
Amount: \$40,000.00 estimated annual expenditures

Environmental Services and Financial Services Departments recommend award to the Bidder offering the best value to the City.

This is a thirty-six (36) month requirements type contract for Environmental Laboratory Services for Municipal Solid Waste. Vendor offers the City the option to extend the term of the contract at the same unit price for an additional two (2) year period if the option is exercised within two (2) or three (3) years from the date of award. No prompt payment discounts are offered.

The cost under this requirements contract is only an estimated minimum value. The actual cost of this contract may be higher or lower than the total estimated minimum value and will be the sum total at the end of the contract term, so long as increased funds are appropriated in the budget.

BIDS SOLICITED- 5 (1 local)
BIDS RECEIVED- 2
'NO BID' RECEIVED 0

TOTAL RECOMMENDED AWARD: \$120,000.00
Estimated Total 3 yr Expenditures

COUNCIL APPROVED [] REJECTED [] MUNICIPAL CLERK _____

APPROVED:

COUNCIL MEETING DATE: August 12, 2008

Terrence Freiburg
Purchasing Manager
Financial Services, Purchasing Division

JOHN COOK
MAYOR



CITY COUNCIL
ANN MORGAN LILLY, DISTRICT 1
SUSANNAH M. BYRD, DISTRICT 2
EMMA ACOSTA, DISTRICT 3
MELINA CASTRO, DISTRICT 4
RACHEL QUINTANA, DISTRICT 5
EDDIE HOLGUIN JR., DISTRICT 6
STEVE ORTEGA, DISTRICT 7
BETO O'ROURKE, DISTRICT 8

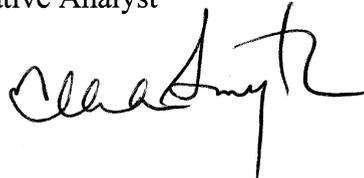
JOYCE WILSON
CITY MANAGER

PATRICIA ADAUTO
DEPUTY CITY MANAGER

ELLEN A. SMYTH, P.E.
DIRECTOR

ENVIRONMENTAL SERVICES

To: Edward Hyatt, Administrative Analyst
Purchasing Department

From: Ellen A. Smyth, Director 

Date: July 21, 2008

Subject: Solicitation 2008-210 Environmental Laboratory Services for Municipal Solid Waste
Facilities Environmental Services

Based on the Evaluation Committee's review of the bids for the above mentioned project, we recommend award of the Environmental Laboratory Services for Municipal Solid Waste Facilities Environmental Services contract to TestAmerica Laboratories, Inc. of North Canton, OH based on best value criteria. The Committee Recommendation and Certification and score sheets are attached showing the points awarded to each bidder for the evaluation factors.

As indicated, we are also returning the copies of the bids along with the signed Agenda Item Summary Form (RCA form). If you have any questions, please contact me at 621-6719 or John Garza at 621-6835.

Attachments:

1. Committee Recommendation and Certification
2. Committee and Rater's Score Sheets
3. Agenda Item Summary Form
4. Copies of Bid Proposals

COMMITTEE SCORE SHEET

SOLICITATION NO: 2008-210

SOLICITATION TITLE: Environmental Laboratory Services for Municipal Solid Waste Facilities
Environmental Services

		TestAmerica Laboratories, Inc. North Canton, OH	TraceAnalysis, Inc. Lubbock, TX
Cost			
(# points/percent max) 50		50.00	45.28
(As submitted on bid)		\$ 26,460	\$ 29,220
Laboratory Qualifications			
(# points/percent max) 15		15	15
Laboratory and Personnel Experience			
(# points/percent max) 10		8	8
Reputation and Quality of Bidder's Service			
(# points/percent max) 10		10	10
Employee Medical Benefits and Incentives			
(# points/percent max) 10		8	10
Past Relationship/Performance with the City			
(# points/percent max) 5		5	4
GRAND TOTAL	100	96.00	92.28
(100 points/percent max)			

CITY OF EL PASO BID TABULATION

BID ITEM: ENVIRONMENTAL LABORATORY SERVICES FOR MUNICIPAL SOLID WASTE FACILITIES
 BID DATE: JULY 2, 2008

BID # 2008-210
 DEPARTMENT: ENVIRONMENTAL SERVICES

	TESTAMERICA LABORATORIES, INC. NORTH CANTON, OH	TRACEANALYSIS, INC. LUBBOCK, TX		
DESCRIPTION	TOTAL BASE BID	TOTAL BASE BID		
BASE BID - GROUNDWATER ANALYSIS COSTS ITEMS 1 - 16 (SEE ATTACHED PAGE)	\$26,460.00	\$29,220.00		
ADDITIONAL CHARGES FOR RUSH ANALYSIS SERVICES	% OF ANALYSIS COST	% OF ANALYSIS COST		
a) 24-HOUR RUSH ANALYSIS	100%	100%		
b) 48-HOUR RUSH ANALYSIS	75%	75%		
c) 72-HOUR RUSH ANALYSIS	60%	50%		
d) TEXAS RISK REDUCTION PROGRAM (TRRP) REPORTING	0%	15%		
PAYMENT TERMS:	NET - 30 DAYS	NET - 30 DAYS		
<p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT FOR TWO (2) ADDITIONAL YEARS PRIOR TO THE EXPIRATION OF THE CURRENT TERM, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS. IF THE OPTION TO RENEW IS EXERCISED, THE CONTRACT WILL CONTINUE UNDER THE SAME TERMS AND CONDITIONS SET FORTH HEREIN. THE TOTAL DURATION OF THIS CONTRACT, INCLUDING THE EXERCISE OF ANY OPTIONS UNDER THIS CLAUSE, SHALL NOT EXCEED FIVE (5) YEARS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p> <p>ONE ADDITIONAL YEAR AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN:</p> <p style="text-align: center;"><input type="checkbox"/></p> <p>TWO ADDITIONAL YEARS AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN:</p> <p style="text-align: center;"><input checked="" type="checkbox"/></p> <p>A. TWO (2) YEARS FROM DATE OF AWARD OF THE CONTRACT. YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>B. THREE (3) YEARS FROM DATE OF AWARD OF THE CONTRACT. YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>NO OPTION OFFERED. <input type="checkbox"/></p> <p>BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>	<p style="text-align: center;"><input type="checkbox"/></p> <p style="text-align: center;"><input checked="" type="checkbox"/></p> <p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p><input type="checkbox"/></p> <p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>	<p style="text-align: center;"><input type="checkbox"/></p> <p style="text-align: center;"><input checked="" type="checkbox"/></p> <p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p><input type="checkbox"/></p> <p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>		
BIDS SOLICITED: 5	BIDS RECEIVED: 2	BIDS LOCAL: 1	NO BIDS: 0	

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: *Edward Hyatt*
 DATE: 7/29/08

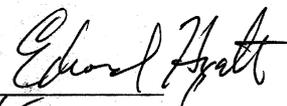
CITY OF EL PASO BID TABULATION

BID ITEM: ENVIRONMENTAL LABORATORY SERVICES FOR MUNICIPAL SOLID WASTE FACILITIES
 BID DATE: JULY 2, 2008

BID # 2008-210
 DEPARTMENT: ENVIRONMENTAL SERVICES

UNIT PRICE LIST					TESTAMERICA LABORATORIES, INC. NORTH CANTON, OH		TRACEANALYSIS, INC. LUBBOCK, TX	
BASE BID. GROUND WATER ANALYSIS COSTS								
ITEM	PARAMETERS	METHOD	UNIT	EST. QTY. (YEAR 1 OR YEAR 2)	UNIT RATE (\$/ANALYSIS)	EXTENDED COST (\$)	UNIT RATE (\$/ANALYSIS)	EXTENDED COST (\$)
1.	HEAVY METALS TOTALS	6020	EACH	76	\$95.00	\$7,220.00	\$105.00	\$7,980.00
2.	VOLATILE ORGANIC COMPOUNDS (VOCs)	8260	EACH	130	\$85.00	\$11,050.00	\$80.00	\$10,400.00
3.	VOCs (1,2-DIBROMO-3-CHLOROPROPANE AND 1,2-DIBROMOETHANE ONLY)	8011	EACH	130	\$50.00	\$6,500.00	\$70.00	\$9,100.00
4.	CALCIUM (TOTAL)	6010B (3010A)	EACH	10	\$12.00	\$120.00	\$10.00	\$100.00
5.	MAGNESIUM (TOTAL)	6010B (3010A)	EACH	10	\$12.00	\$120.00	\$10.00	\$100.00
6.	SODIUM (TOTAL)	6010B (3010A)	EACH	10	\$12.00	\$120.00	\$10.00	\$100.00
7.	POTASSIUM (TOTAL)	6010B (3010A)	EACH	10	\$12.00	\$120.00	\$10.00	\$100.00
8.	ALKALINITY (TOTAL)	310.1	EACH	10	\$10.00	\$100.00	\$15.00	\$150.00
9.	AMMONIA	350.1	EACH	10	\$20.00	\$200.00	\$15.00	\$150.00
10.	CHLORIDE	300.0	EACH	10	\$12.00	\$120.00	\$15.00	\$150.00
11.	NITRATE	300.0	EACH	10	\$12.00	\$120.00	\$15.00	\$150.00
12.	SULFATE	300.0	EACH	10	\$12.00	\$120.00	\$15.00	\$150.00
13.	TOTAL DISSOLVED SOLIDS (TDS)	160.1	EACH	10	\$13.00	\$130.00	\$15.00	\$150.00
14.	SPECIFIC CONDUCTANCE	120.1	EACH	10	\$10.00	\$100.00	\$12.00	\$120.00
15.	pH	150.1	EACH	10	\$7.00	\$70.00	\$12.00	\$120.00
16.	MERCURY	7470A	EACH	10	\$25.00	\$250.00	\$20.00	\$200.00
TOTAL BASE BID (INSERT INTO SECTION A BID FORM)						\$26,460.00		\$29,220.00

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: 
 DATE: 7/29/08

2008-210 ENVIRONMENTAL LABORATORY SERVICES FOR
 MUNICIPAL SOLID WASTE FACILITIES - ENVIRONMENTAL SERVICES DEPARTMENT

Ana Lab Corporation
2600 Dudley Road
P.O. Box 9000
Kilgore, Texas 75663

TestAmerica Laboratories, Inc. of Austin
14050 Summit Drive, Suite A100
Austin, Texas 78728

Trace Analysis
6701 Aberdeen Avenue, Suite 9
Lubbock, Texas 79424-1515

Archana, Inc.
1155 Larry Mahan Drive, Suite B
El Paso, Texas 79925

Assaigai Analytical Laboratories, Inc.
4301 Masthead, N.E.
Albuquerque, NM 87109