

JUSTIFICATION FOR SOLE SOURCE AND/OR WAIVER PURCHASE

REQUISITION NUMBER _____ DATE 1/30/14

DEPARTMENT Utilities BUSINESS UNIT Operations

SUGGESTED VENDOR
Sanders Laboratories, Inc.

ITEM DESCRIPTION AND REASON FOR SOLE SOURCE AND/OR WAIVER:
(MAY ALSO BE ATTACHED AS A MEMO)
See attached memo

TECHNICAL CHARACTERISTICS:

REASON FOR REQUESTING SOLE SOURCE:
 ITEM MUST MATCH EXISTING EQUIPMENT, WHICH IS:

 ITEM IS A REPAIR PART FOR EXISTING EQUIPMENT, WHICH IS:

 ITEM IS TO BE ATTACHED TO EXISTING ITEM, WHICH IS:

Revision Date:

() TECHNICAL CHARACTERISTICS OF REQUESTED ITEM ARE ESSENTIAL TO OUR NEEDS BECAUSE:

() NO OTHER MANUFACTURER OF THIS TYPE OF PRODUCT EXISTS

() OTHER MANUFACTURERS OF THIS TYPE OF PRODUCT DO NOT MEET OUR MINIMUM REQUIREMENTS:

MANUFACTURER'S NAME: _____

REASON: _____

MANUFACTURER'S NAME: _____

REASON: _____

MANUFACTURER'S NAME: _____

REASON: _____

() OTHER _____

MUST PERFORM PRICE OR COST ANALYSIS OR ATTACH NEGOTIATED PRICE QUOTE FROM VENDOR; LETTER FROM MANUFACTURER STATING SOLE SOURCE.

A) PRICE ANALYSIS PERFORMED

BASED ON:

Quote provided by Sanders
Laboratories, Inc.

Revision Date:

B) COST ANALYSIS PERFORMED:

BASED ON:

Sanders Laboratories Inc is the only private lab within Lee County that includes the cost of picking up samples, while maintaining competitive pricing.



Utilities Director

SIGNATURE AND TITLE OF REQUESTER

I, Amy Hofschneider, AUTHORIZED BUYER,
CONCLUDE THE FOLLOWING:

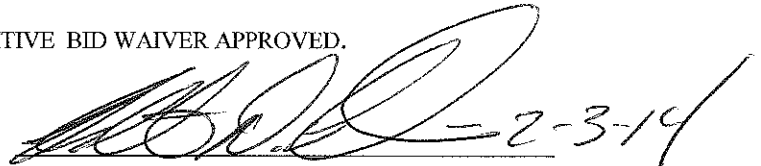
SOLE SOURCE JUSTIFICATION IS ADEQUATE AND PURCHASE IS AUTHORIZED WITHOUT COMPETITIVE BIDDING.

SOLE SOURCE JUSTIFICATION IS INADEQUATE AND REQUISITION IS RETURNED TO DEPARTMENT.

DUE TO TIME RESTRAINTS PURCHASE IS AUTHORIZED WITHOUT COMPETITIVE BIDDING.

COMPETITIVE/NON-COMPETITIVE BID WAIVER APPROVED.

Amy Hofschneider
BUYER

 - 2-3-14
PURCHASING DIRECTOR

**INTEROFFICE MEMORANDUM
FROM
PUBLIC WORKS
UTILITIES**



DATE: 01/09/14

TO: Lee County Division of Procurement
Management

FROM: Pamela S. Keyes, PE
Utilities Director

SUBJECT: BID WAIVER – SANDERS LABORATORIES

Lee County Utilities (LCU) currently owns and operates a certified environmental testing laboratory located at the Fiesta Village Advanced Wastewater Treatment Plant. The lab was originally started by Florida Cities Water Company which was acquired by Lee County in 1999. After the acquisition, the lab certification was allowed to lapse.

In 2002, LCU determined that an in-house laboratory was beneficial to the operations and pursued certification. By spring of 2003, the laboratory was certified and providing services for three of our wastewater treatment plants.

Over the last few years, the cost to maintain the certification has risen, the equipment has reached its useful life and one of the treatment plants utilizing the laboratory was taken out of service. LCU has evaluated these rising costs and determined that closing the Fiesta Village Lab and pursue other laboratory options would be more cost effective.

LCU currently uses the Lee County Environmental Laboratory, the City of Cape Coral Laboratory, and Sanders Laboratories. LCU evaluated each of the labs and found that Sanders Laboratory will meet the needs that are currently provided by the Fiesta Village Lab and will save Lee County Utilities approximately \$87,970 annually. The current LCU lab annual budget is approximately \$181,620 and Sanders Laboratory has provided an annual cost proposal of approximately \$93,650.

LCU's wastewater treatment plants are regulated and permitted by the Florida Department of Environmental Protection (FDEP). These facilities are required by permit to take samples seven days a week and analyzed in accordance with standard laboratory methods. As part of the permit, a fecal coliform must be taken daily and analyzed within six (6) hours of the sample being pulled. Due to these time constraints, only local laboratories can be used. Sanders Laboratory is the only private, local certified environmental laboratory within Lee County. There are no private labs in Collier County and the closest private lab is 60 miles away, located in Charlotte County.

These two wastewater treatment plants are required to staff the plant 24 hours a day, seven (7) a week. Sanders Laboratory will pick up the samples per our schedule, thus eliminating the need to overlap staff during the weekends to allow for the operator to leave the plant to drive the samples to the laboratory. The picking up of samples is included in the price and still allows their prices to remain competitive.