



AGENDA ITEM REPORT

DATE: May 18, 2021
DEPARTMENT: Natural Resources
REQUESTER: Roland Ottolini
TITLE: Award Contract for Analytical Laboratory Services for Environmental Lab

I. MOTION REQUESTED

- A) Award Invitation to Bid No. B200307ANB, Analytical Laboratory Services to Flowers Chemical Laboratories, Inc., and TestAmerica Laboratories, Inc. dba Eurofins TestAmerica for analytical laboratory services for the Natural Resource Division to perform analyses the Lee County Environmental Laboratory is not certified to perform or cannot perform due to equipment failure or natural disaster., on an as needed basis, for an initial term of three years, in the amount not to exceed \$90,000.00 annually.
- B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C) Grant the County Manager or designee the authority to renew the contract(s), for up to 3 additional 1 year periods, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal(s).

II. ITEM SUMMARY

Awards Invitation to Bid for laboratory testing services to Flowers Chemical Laboratories, Inc., and TestAmerica Laboratories, Inc. dba Eurofins TestAmerica, for an initial term of three years, for use on an as-needed basis. This agreement will provide the Environmental Lab with back-up vendors that can perform tests that cannot be done "in house" (the County lacks the required equipment, certifications, staffing, etc.) or in the event that a piece of equipment breaks down. Approval of the agreement will allow for a broader range of water quality testing and continuity of service in the event of a break-down. Total expenditures for these services during Fiscal Year 2019-2020 were \$52,520 and are not to exceed \$90,000 annually.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Procurement Management obtained bids for the project known as Invitation to Bid No. B200307ANB, Analytical Laboratory Services. On the bid deadline of 11/4/2020, Procurement Management received four submittals. After conducting an analysis of the bid submissions, Flowers Chemical Laboratories, Inc., and TestAmerica Laboratories, Inc. dba Eurofins TestAmerica was determined to be the responsible bidder with the lowest responsive bids.

Staff recommends awarding a contracts to Flowers Chemical Laboratories, Inc., and TestAmerica Laboratories, Inc. dba Eurofins TestAmerica for use on an as-needed basis for an initial three year period in the amount not to exceed \$90,000.00 annually. The contract can be renewed up to three additional one periods, upon the agreement of both parties.

B) Policy Issues

C) BoCC Goals

D) Analysis

The Lee County Environmental Laboratory performs a wide variety of water quality tests for both internal County divisions, like Natural Resources and Utilities, and for the public. Some of the tests performed are critical and must be done on a daily basis. An example of this is the testing performed for the different Utilities plants. They have permit requirements that must be monitored on a daily basis. Also, not all tests can be performed by the Lab. Some require specialized equipment and expertise, which the Lab does not have.

Award of this contract provides the Environmental Lab with two vendors that can perform tests that cannot be done "in house" (the County lacks the required equipment, certifications, staffing, etc.) and in the event that a piece of equipment breaks down at the Lab. Approval of the agreement will allow for a broader range of water quality testing and continuity of service in the event of a break-down.

This contract is for an initial period of three years, but can be renewed for three additional one-year terms.

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	\$55,000
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B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	Yes
F)	Fund: General Fund Program: Natural Resources – Environmental Laboratory Project: Account Strings: OC5370800100.503190	
G)	Fund Type?	General Fund
H)	Comments:	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Flowers Chemical Laboratories Agreement	4/28/2021	Agreement
Test America Agreement	4/28/2021	Agreement

REVIEWERS:

Department	Reviewer	Action	Date
Natural Resources	Tucker, Mary	Approved	5/6/2021 - 10:01 AM
Natural Resources	Ottolini, Roland	Approved	5/7/2021 - 9:13 AM
Budget Services	Guttery, Angela	Approved	5/10/2021 - 8:04 AM
Budget Services	Winton, Peter	Approved	5/10/2021 - 8:55 AM
County Attorney	Adams, Joseph	Approved	5/10/2021 - 1:32 PM
County Manager	Harner, David	Approved	5/11/2021 - 9:00 AM