## **City Council – Action Request Form**

Date: November 20, 2017

**To:** The City Manager

From: Jerry Bates, Purchasing Director

## **Council Action Requested:**

Adoption of Resolution Awarding a Contract for Stormwater Certified Lab Analysis.

Strategic Focus Area: Healthy Environment

Strategic Objective: Manage Water Quality and Quantity

**Strategic Plan Action Item: No** 

**Key Work Item: No** 



## **Summary of Information:**

Bids were received October 30, 2017, for a contract to provide expert consulting services in the certified analysis of water quality samples as part of the compliance measures with the City of Winston-Salem general permit National Pollutant Discharge Elimination System Stormwater permitting program. The estimated number of samples is based on historical data and collections Below is a summary of bids received:

	<u>City/State</u>	<u>Annual Cost</u>
Research and Analytical Laboratories, Inc.	Kernersville, NC	\$40,026.00
Prism Laboratories, Inc.	Charlotte, NC	58,618.00
Statesville Analytical Holdings, LLC	Statesville, NC	68,140.80

Terms of the bid reserves the right to extend the contract for as many as two additional twelve month terms, if both parties agree and funds are made available for that purpose. If the contract is extended, the contract price may be adjusted by an amount not to exceed the Consumer Price Index as reported in the latest available Consumer Price Index for All Urban Consumers on the U.S. Department of Labor Bureau of Labor Statistics website at the time the extension is pursued

Committee Action:			
Committee	Finance 11/13/17	Action	Approval
For	Unanimous	Against	
Remarks:			

It is recommended that a contract be awarded to Research and Analytical Laboratories, Inc., the lowest responsive, responsible bidder, in the estimated annual amount of \$40,026 based on unit prices contained in the bid document from January 1, 2018, through December 31, 2018, with the option to extend for as many as two additional twelve month terms, if both parties agree and funds are made available for that purpose, making the total award possible in the estimated amount of \$120,078.

M/WBE comment: See Exhibit A for a complete list of businesses notified of this bid opportunity. Prism Laboratories, Inc. is a woman-owned, HUB certified business enterprise.

Workforce Demographics: See Exhibit A