



Legislation Text

File #: 24-492, **Version:** 1

Report Prepared by: Jeremy Geiger, Public Works Supervisor - Water Quality Control Division

SUBJECT: Approval of a Professional Services Agreement with McCampbell Analytical, Inc., for Bioassay Laboratory Services in the Annual Amount of \$19,170 for a Three (3) Year Agreement, for a Total Amount not to Exceed \$57,510, with Contract Term Ending June 30, 2027

REPORT IN BRIEF

Considers approving a Professional Services Agreement with McCampbell Analytical, Inc. for bioassay laboratory services for a three-year term in a total amount not to exceed \$57,510.

RECOMMENDATION

City Council - Adopt a motion:

- A. Approving a Professional Services Agreement with McCampbell Analytical, Inc. for bioassay laboratory services in the total contract amount of \$57,510 with contract term ending on June 30, 2027; and,
- B. Authorizing the Finance Officer to make the necessary budget adjustments; and,
- C. Authorizing the City Manager to execute the necessary documents.

ALTERNATIVES

- 1. Approve, as recommend by Staff; or,
- 2. Approve, subject to other than recommended by Staff; or,
- 3. Deny; or,
- 4. Refer to Staff for reconsideration of specific items; or,
- 5. Continue to a future meeting.

AUTHORITY

Charter of the City of Merced, Article XI, Section 1111 - Competitive bidding, and Merced Municipal Code Charter 3.04 Article III - the purchase of materials, supplies, equipment, and contractual services of an estimated value greater than thirty-seven thousand dollars (\$37,000), the "contract threshold", shall be made by the purchasing supervisor by written contract with the lowest responsible bidder.

CITY COUNCIL PRIORITIES

As provided for in the 2024/2025 Proposed Budget.

DISCUSSION

Under Federal and State law, the City of Merced is required to perform bioassay laboratory testing of the Wastewater Treatment Facility's (WWTF) effluent water on biological organism. The WWTF in-house laboratory is not certified to perform these wastewater tests.

Per the WWTF's National Pollutant Discharge Elimination System Permit (NPDES), the WWTF is required to conduct quarterly acute fathead minnow (*Pimephales promelas*) and quarterly chronic water flea (*Ceriodaphnia dubia*) survival and reproduction testing.

On February 22, 2024, WWTF staff sent Request for Proposals (RFP) to eight state certified laboratories. One qualified laboratory responded to the RFP.

1. McCampbell Analytical, Inc.

The proposal was evaluated on criteria including adherence to RFP instructions, organizational structure, experience with similar municipalities, project understanding, and ability to meet requirements.

WWTF staff selected McCampbell Analytical, Inc. as the most qualified proposal to meet the needs of the City.

IMPACT ON CITY RESOURCES

Funding for bioassay laboratory services is included in the FY 2024/2025 Proposed Budget in Wastewater Account No. 60006070-511012.

ATTACHMENTS

1. Professional Services Agreement