



Legislation Text

File #: 24-495, **Version:** 1

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

SUBJECT: Approval of Professional Services Agreement with BSK Analytical for General Laboratory Services in the Annual Amount of \$123,501.40, for a Total Contract Amount of \$370,504.20, for a Three (3) Year Term Ending June 30, 2027

REPORT IN BRIEF

Considers approving a three-year agreement with BSK Analytical for general laboratory services in the amount of \$370,504.20.

RECOMMENDATION

City Council - Adopt a motion:

- A. Approving an Agreement for Professional Services with BSK Analytical for general laboratory services in the total contract amount of \$370,504.20 with contract term ending on June 30, 2027; and,
- B. Authorizing the City Manager or designee to execute the necessary documents; and,
- C. Authorizing the Finance Officer to make the necessary budget adjustments.

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 proposed 2024/2025 Budget.

DISCUSSION

Under federal and state law, the City of Merced is required to perform a variety of laboratory tests for water, wastewater, and biosolids. The Wastewater Treatment Facility (WWTF) in-house laboratory is certified to perform some of these standard water and wastewater tests. Most of the tests performed at the WWTF are for conventional pollutants. These pollutants, such as suspended solids, biochemical oxygen demand, pathogenic (disease-causing) organisms and pH levels, are normally found in domestic, commercial, and industrial wastewaters.

Federal and state regulations also require the City to test for non-conventional pollutants. These pollutants may be toxic in nature, such as heavy metals (lead, copper, zinc) and organics [tetrachloroethylene (PCE), methylene chloride, acetone]. The WWTF laboratory is not equipped for testing non-conventional pollutants. These tests are more complex and require sophisticated equipment and expanded training.

On February 22, 2024, the WWTF sent Request for Proposals (RFP) to 15 state certified laboratories. Five qualified laboratories responded to the RFP. The proposals were evaluated on criteria including adherence to RFP instructions, organizational structure, experience with similar municipalities, project understanding, and ability to meet requirements. Below are the ranked proposals:

1. BSK Analytical, Inc.
2. Moore Twining Associates, Inc.
3. FGL Environmental Analytical Laboratory
4. Alpha Analytical Laboratories, Inc.
5. Geoanalytical Laboratories, Inc.

WWTF staff selected BSK Analytical as best meeting the needs of the City. BSK was comparable to other proposals in adherence to RFP instructions, but ultimately, organizational structure, experience and pricing was a deciding factor.

IMPACT ON CITY RESOURCES

Funding for general laboratory services is included in Wastewater 60006070-511012, Land Application 60006085-511012, Water Quality Control Division 60006075-511012, and Water Division 60016060-511012 within the FY 24/25 budget. All future years will be included in the budget process.

ATTACHMENTS

1. Professional Services Agreement