



Agenda Report

Date: June 14, 1999

To: City Council

From: City Manager

Subject: Authorization to Extend Contract Number 16,396 with Truesdail Laboratories, Inc. for Analyses of Water Samples

RECOMMENDATION

It is recommended that the City Council authorize the General Manager of Pasadena Water and Power to extend Contract Number 16,396 with Truesdail Laboratories, Inc. for analyses of water samples for a period of one year or until the City expends \$100,000, whichever comes first.

It is further recommended that this contract be entered without competitive bidding pursuant to City Charter Subsection 1002(f), contracts for professional or unique services.

BACKGROUND

All water purveyors in the State, including the City, provide water service under permit from the California Department of Health Services (CDHS). To maintain this permit, CDHS requires compliance with a variety of water quality standards. In order to monitor compliance with these standards, certain types of testing and analyses are necessary. While Pasadena Water and Power is able to perform some of these tests, it lacks the equipment and staff necessary to perform all of the required analyses. Based on a cost analysis, it was determined that it would be more cost effective to contract with a commercial laboratory to perform the remaining analyses.

In April 1997, in an effort to achieve even greater cost efficiency, Pasadena Water and Power teamed together with the water utilities of the cities of Burbank and Glendale to issue a joint Request for Proposals (RPF) to contract with one laboratory to provide analyses for all three cities.

The three cities selected Truesdail Laboratories, Inc. as the best-qualified firm to perform lab analyses. The selection was based on price for testing; experience and qualifications of the lab; Pasadena local status; and commitment to Equal Opportunity Employment principles.

On June 23, 1997, the City Council approved a contract with Truesdail Laboratories, Inc. for a period of one year with an option to renew for up to two additional one year periods. On July 13, 1998 the City Council approved our request to extend this contract for a one year period, and the contract will expire on August 4, 1999. Truesdail Laboratories, Inc. has performed well and staff is recommending City Council's authorization to extend the contract for the second extension period. There is a 2% price increase for this extension period. Truesdail's price increase was based on labor, chemical and disposal cost. The price increase was reviewed and found acceptable by the three Cities. Per the original contract Truesdail Laboratories was allowed to increase the rate if acceptable to all parties, this is the first increase since the initial contract. The proposed increase is less than the CPI, which was 3.75% for the last two years. It should be noted that the cities of Glendale and Burbank will be extending the contract as well.

The proposed contract extension is in compliance with the Affirmative Action in Contracting Ordinance P.M.C. 4.09, and the rules and regulations promulgated thereunder.

FISCAL IMPACT

Funds for these services are provided for in Pasadena Water and Power's, Water Delivery Unit Operating Budget (8114-402-881400-00-0743-00000).

Prepared by:

Inna Babbitt
for
Inna Babbitt
Water Quality Laboratory Supervisor

Respectfully submitted,

Cynthia J. Kurtz
Cynthia J. Kurtz
City Manager

Approved by:

Rufus Hightower
Rufus Hightower
General Manager