



## Legislation Text

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**File #:** 20-377, **Version:** 1

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**STRATEGIC PRIORITY:** Government Performance and Financial Management

**AGENDA DATE:** March 25, 2020

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Office of Procurement Services

**EXECUTIVE:** Elizabeth Reich

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### **SUBJECT**

Authorize a three-year master agreement for IDEXX lab supplies for the Water Utilities Department - IDEXX Distribution, Inc., sole source - Estimated amount of \$434,723.96 - Financing: Dallas Water Utilities Fund

### **BACKGROUND**

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This master agreement will provide for the purchase of laboratory products required by Dallas Water Utilities (DWU) to conduct necessary water testing. The water treatment process is an essential part of providing safe and sufficient water to Dallas' residents and customers. To ensure DWU continues to provide water which meets or exceeds the standard set by the Texas Commission on Environmental Quality (TCEQ), DWU must conduct continuous water testing to verify specific standards are met. By way of this agreement, DWU will be able to procure lab testing supplies utilized to conduct permit mandated microbiological analysis and quality control testing. Each lab product procured through this agreement contains reagents microbiological cultures to test for specific microorganisms such as E. coli, total coliforms, and fecal coliforms. Additionally, these lab supplies will enable DWU to test for heterotrophic plate counts which check for all bacteria to ensure DWU plants are compliant with regulations established and monitored by TCEQ. Approximately 50,000 tests per year including quality control samples are performed by DWU. DWU treats approximately 230 million gallons of wastewater per day.

### **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

This item has no prior action.

**FISCAL INFORMATION**

Fund	FY 2020	FY 2021	Future Years
Dallas Water Utilities Fund	\$144,907.99	\$144,907.99	\$144,907.98

**M/WBE INFORMATION**

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$434,723.96	Goods	18.00%	0.00%	\$0.00
<ul style="list-style-type: none"> <li>• This contract does not meet the M/WBE goal, but complies with good faith efforts</li> <li>• IDEXX Distribution, Inc. is providing IDEXX water testing lab supplies and is the sole source provider. No sub-contracting opportunities are available.</li> </ul>				

**PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Sole Source	<ul style="list-style-type: none"> <li>• Utilized for procurements where functional requirements can only be satisfied by one vendor, such as those where patents, copyrights or monopolies exists</li> <li>• Exempted from competitive bidding process</li> <li>• Reviewed by Procurement Services to ensure the procurement meets at least one general exception as stated in the Texas Local Government Code</li> </ul>
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**Bidder****Address****Amount**

IDEXX Distribution, Inc.

One Idexx Drive  
Westbrook, ME 04092

\$434,723.96

Note: The Office of Procurement Services conducted a sole source review and found no exceptions.

**OWNER****IDEXX Distribution, Inc.**

Jay Mazelsky, President  
Chun-Ming Chen, Vice President  
Sharon Underberg, Secretary  
Brian McKeon, Treasurer