



Legislation Text

File #: 22-699, Version: 1

STRATEGIC PRIORITY: Government Performance & Financial Management
AGENDA DATE: June 8, 2022
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year service contract for the purchase of software and implementation services including annual technical support for a laboratory information management system for the Water Utilities Department - Horizon Lab Systems, LLC, most advantageous proposer of seven - Not to exceed \$805,028 - Financing: Water Construction Fund (\$274,670), Wastewater Construction Fund (\$274,670), and Dallas Water Utilities Fund (\$255,688) (subject to annual appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This service contract will provide for the Water Utilities Department to purchase software and implementation services including annual technical support for a laboratory information management system (LIMS). A laboratory information management system is a comprehensive software system designed to address three common laboratory functions - sample management, instrument application integration, and data exchange.

The system will be use within the department's three drinking water laboratories, two wastewater process labs, and the wastewater operations analytical laboratory. The system will improve sample flow processes and laboratory productivity through sample location tracking, workflows, instrument integration, reagents/consumables inventory, and report generation.

These features support modern laboratory operations and are necessary for the department to maintain its National Environmental Laboratory Accreditation Program certification and to meet regulatory reporting requirements.

A seven-member committee from the following departments reviewed and evaluated the qualifications:

- Water Utilities Department (3)
- Department of Information and Technology Services (3)
- Office of Procurement Services (1)*

*The Office of Procurement Services evaluated cost and local preference, if applicable.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Experience 25 points
- Approach 20 points
- Technical match to City requirements 20 points
- Cost/value to the City 30 points
- Local Preference 5 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$15.21; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

This item has no prior action.

FISCAL INFORMATION

Fund	FY 2022	FY 2023	Future Years
Water Construction Fund	\$274,670.00	\$ 0.00	\$ 0.00
Wastewater Construction Fund	\$274,670.00	\$ 0.00	\$ 0.00
Dallas Water Utilities Fund	\$ 0.00	\$63,922.00	\$191,766.00
Total	\$549,340.00	\$63,922.00	\$191,766.00

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal	M/WBE %	M/WBE \$
\$805,028.00	Other Services	N/A	N/A	N/A
<ul style="list-style-type: none"> • The Business Inclusion and Development Policy does not apply to Other Service contracts. • Horizon Lab Systems, LLC - Non-local; Workforce - 0.00% Local 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> • Utilized for high technology procurements, insurance procurements, and other goods and services • Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications • Always involves a team evaluation • Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BS21-00015367 We opened them on April 15, 2021. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*Horizon Lab Systems, LLC	8601 Six Forks Rd. Raleigh, NC 27615	81.50
Accelerated Technology Laboratories, Inc.	496 Holly Grove School Rd. West End, NC 27376	78.52
EM2 Management Solutions, Inc.	12929 Gulf Fwy. Houston, TX 77034	69.96
LabWare, Inc.	3 Mill Rd. Suite 102 Wilmington, DE 19806	63.37
AIS International, Ltd.	1801 Main St.	50.25

dba BTLIMS Technologies	Houston, TX 77002	
Autoscribe Informatics, Inc.	20 Riverside Dr. Lakeville, MA 02347	47.00
Labvantage Solutions, Inc.	265 Davidson Ave. Somerset, NJ 08873	4.77

OWNER

Horizon Lab Systems, LLC

Eric Dingfelder, President
Christopher Couch, Vice President