



Legislation Details (With Text)

**File #:** 24-0864      **Version:** 2      **Name:** 6/3/24 Resolution to Approve a Sole Source Purchase Order to Idexx

**Type:** Resolution      **Status:** Passed

**File created:** 6/3/2024      **In control:** City Council

**On agenda:** 6/3/2024      **Final action:** 6/3/2024

**Enactment date:** 6/3/2024      **Enactment #:** R-24-192

**Title:** Resolution to Approve a Sole Source Purchase Order to Idexx for Bacteriological Testing Media and Associated Supplies (\$36,000.00)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Sole Source letter- Idexx.pdf, 2. CONTRACT QUOTE FY 24-25 Idexx.pdf, 3. Non-Discrimination Ord Idexx\_.pdf, 4. FORM\_ConflictOfInterest Idexx.pdf

Date	Ver.	Action By	Action	Result
6/3/2024	2	City Council	Approved	Pass

Resolution to Approve a Sole Source Purchase Order to Idexx for Bacteriological Testing Media and Associated Supplies (\$36,000.00)

Attached for your review and approval is a resolution to authorize the purchase of bacteriological media and associated supplies for the Water Treatment Services Unit’s Environmental Services Laboratory in the amount of \$36,000.00. The Environmental Services Laboratory uses bacteriological media and associated sampling supplies to perform analysis of microorganisms in the drinking water, stormwater, and wastewater for compliance with state and federal regulations.

The use of Idexx bacteriological media is necessary for these tests as it is a proprietary product that does not cause testing interferences as observed with other similar-use projects made to detect total coliforms and E. coli in water. Our drinking water laboratory certification identifies the Idexx product as the only product we can use to run this analysis and Idexx is the only seller of their products. Idexx complies with the requirements of the Non-discrimination and living wage.

It is recommended that City Council award a purchase order to Idexx to provide the Environmental Services Laboratory bacteriological testing media and associated supplies. It is also recommended that the purchasing agreement may be renewed for three (3) additional one (1) year periods, provided that by 90 days prior to end of the contract both parties agree to an extension at no more than 3% increase in cost if the vendor is agreeable and if the city deems it to be in its best interest.

**Budget/Fiscal Impact:** Funds for this purchase are available in the approved FY25 Water Supply System Fund, Sewage Disposal fund, and Stormwater Fund Operating and Maintenance Budgets. Future contract years are subject to City Council’s annual budget approval. City Charter language requires sole source procurement over \$25,000.00 receive City Council approval.

Prepared by: LJ Melrose, Environmental Laboratory Supervisor

Reviewed by: Sue McCormick, Interim Public Services Area Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, The City's Environmental Services Laboratory uses bacteriological media and related supplies to conduct water quality testing for compliance with State and Federal Regulations;

Whereas, The City's laboratory certification by the State of Michigan identifies Idexx as the proprietary bacteriological media to use in tests for detection of microorganisms;

Whereas, Funding for this purchase is available in the approved FY25 Water Supply System and Sewage Disposal System Fund budgets;

Whereas, City Charter language requires sole source procurement over \$25,000.00 receive City Council approval; and

Whereas, Idexx complies with the requirements of the Non-discrimination and Living Wage;

RESOLVED, That City Council approve the issuance of a purchase order to Idexx Laboratories for the purchase of bacteriological media and related supplies in an amount not to exceed \$36,000.00 in FY25;

RESOLVED, That subject to the availability of funding, the City Administrator is authorized to and directed to renew the purchase order for up to three one-year periods, not to exceed \$36,000.00 per year including the 3% price escalation; and

RESOVLED, that the City Administrator be authorized to take all necessary actions to implement this resolution.