



CITY COMMISSION STAFF REPORT

DEPARTMENT: Utilities Department

SUBJECT: Motion to approve and authorize Second and Final Amendment to Agreement with Pace Analytical Services in the amount not to exceed \$45,000 to provide laboratory services for potable water by extending their contract until October 9, 2023 with the same terms and conditions as before.

CITY MANAGER RECOMMENDATION:

The City Manager recommends that the Commission approve and authorize Second and Final Amendment to Agreement with Pace Analytical Services in the amount not to exceed \$45,000 to provide laboratory services for potable water by extending their contract until October 9, 2023 with the same terms and conditions as before.

BACKGROUND OF ITEM:

Pursuant to the requirements of the regulatory agencies, potable water is sampled and tested at various points in the treatment chain to ensure strict compliance associated with water production and distribution. Some of these tests are performed by the City staff, but many of them require specialized training and equipment and are more economically performed by a private, certified laboratory.

On October 9, 2018 the City Commission awarded two contracts for laboratory services pursuant to solicitation number ITB-2018-11-UTL – one to Advanced Environmental Laboratory for wastewater and the other to Pace Analytical Services for potable water. The original agreement was approved for three (3) years with the option of two (2), one (1) year renewals by mutual agreement between the City and Contractor. The first one (1) year renewal was approved on October 10, 2021 and is set to expire on October 9, 2022.

Pace Analytical Services has performed satisfactorily over the past four years. The City Staff is recommending that the Commission approve the Second and Final Amendment for one (1) additional year's renewal in the amount not to exceed \$45,000. Subject to the Commission approval of the FY 2023 budget, funding will be available in the upcoming fiscal year.

ANALYSIS:

N/A

STRATEGIC PLAN:

This activity falls under the Strategic Goal of maintaining and improving the City's infrastructure and appearance to support and ensure a sustainable and beautiful environment.

FISCAL IMPACT:

\$45,000 has been requested in the FY 2023 budget for one-year contract extension.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
450-911-531250-533	\$45,000	\$45,000	0

ALTERNATIVES:

N/A

ATTACHMENTS:

1. Second and Final Amendment to Agreement
2. Original Agreement
3. Vendor Compliance

Workflow History			
User	Task	Action	Date/Time
Webb, Jackie	NEW ITEM: Not Yet Routed	*FINANCIAL IMPACT...	09/30/22 11:51 AM
Kendrick, Aaron	Assigned to Finance Director	COMPLETE: Forwar...	09/30/22 11:52 AM
Horowitz, Jacob	Assigned to Attorney	COMPLETE: Forwar...	09/30/22 04:18 PM
Napoli, Joseph	Assigned to City Manager	COMPLETE: Forwar...	09/30/22 04:22 PM
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: En...	09/30/22 04:26 PM
Allen, Tedra	END WORKFLOW - APPROV...		09/30/22 04:34 PM