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|--|---------------------------------|
| Date of Action: 6/12/17 | |
| Approved <input checked="" type="checkbox"/> | Denied <input type="checkbox"/> |
| By:  | |


CITY COUNCIL ACTION MEMORANDUM

AM No. 17-20: Awarding a one (1) year contract to ARS Aleut Analytical, LLC. in the amount of \$25,500 for Water and Wastewater Laboratory Testing Services in Fiscal Year 2018.

Originator: April Dwyer, Purchasing
 Date: 5/25/2017

Agenda of: 6/12/2017

| Route to: | Department Head | Signature | Date |
|-----------|------------------------------|--|---------|
| | Chief of Police | | |
| X | Public Works Director |  | 5/31/17 |
| | Recreation Services Director | | |
| X | Finance Director |  | 5-31-17 |
| | Deputy Administrator | | |
| X | City Clerk |  | 5/31/17 |

Reviewed by Mayor Bert L. Cottle:  5/31/2017

Fiscal Impact: yes or no

Funds Available: yes or no

Account name/number/amount:

| | | |
|-----------------------|--------------------|-----------------|
| Professional Services | 310.4353.435.30.34 | \$6,000 |
| Professional Services | 320.4363.436.30.34 | <u>\$19,500</u> |
| | | \$25,500 |

Attachments: Analytica unit bid pricing (3 pages)

Summary Statement: On March 8, 2013 the City of Wasilla issued an Invitation to Bid, ITB 0308-0-2013/AD for Water and Waste Water Laboratory Testing Services. Analytica was awarded the contract. The initial award was from July 1, 2013 through June 30, 2016 with two optional one-year extensions. The City exercised its first one-year extension on July 1, 2016, which ends on June 30, 2017.

Analytica was a wholly owned subsidiary of The Aleut Corporation at the time of their bid submission and has since changed their legal name to ARS Aleut Analytical, LLC. ARS Aleut Analytical has expressed interest in contracting with the City of Wasilla for the second and final option year. This contract will expire in June of 2018.

Staff Recommendation: Adopt AM No. 17-20 and award a one (1) year contract to ARS Aleut Analytical, LLC. in the amount of \$25,500 for Water & Wastewater Testing Services.

The bid price is to include the following components:

1. The Contractor will be responsible for supplying all coolers, ice packs, sample containers, labels, preservatives, equipment and sampling instructions needed to successfully complete each test report.;
2. The Contractor is responsible for all shipping fees, and/or any pick-up and delivery;
3. All labor, equipment, shipping, handling charges and supplies needed to fulfill the contract as described in this bid document.

| | Frequency/Parameter | Method | # of Samples per Frequency | Price Each | Total Bid Price (# of Samples per Frequency x Price Each) |
|-------|---|--------------|----------------------------|------------|---|
| Water | Monthly | | | | |
| | --- Total Coliform | 9223.B | 25 | \$22.00 | \$ 550.00 |
| | Quarterly | | | | |
| | | | | \$ | \$ |
| | Annual | | | | |
| | --- Nitrate | 4500 | 14 | \$ 37.00 | \$ 518.00 |
| | CL2 DBP(Total Res. Chlorine (field test)) | 4500-CL | 6 | \$ N/C | \$ N/C |
| | --- Combined TTHM & HAA5 | 524.21/552.2 | 6 | \$295.00 | \$ 1,770.00 |
| | --- Combined TTHM & HAA5 | 524.21/552.2 | 6 | \$295.00 | \$ 1,770.00 |
| | Bi-annual | | | | |
| | --- Arsenic | 200.8 | 14 | \$ 24.00 | \$ 336.00 |
| | --- Old Inorganics | | 14 | \$152.00 | \$ 2,128.00 |
| | --- New Inorganics | | 14 | \$124.00 | \$ 1,736.00 |
| | Tri-Annual | | | | |
| | --- Lead & Copper | 200.8 | 65 | \$ 29.00 | \$ 1,885.00 |
| | Quadrennial | | | | |
| | --- V O C's | | 14 | \$ 180.00 | \$ 2,520.00 |
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|--------------------------------------|-------------------------|--|--------------|----------|-------------|
| Sewer | Monthly | | | | |
| | --- BOD | 5210.B | 2 | \$ 49.00 | \$ 98.00 |
| | --- Membrane Filter | 922.D | 2 | \$ 45.00 | \$ 90.00 |
| | --- Nitrate as Nitrogen | 4500-No3E | 4 | \$ 23.00 | \$ 92.00 |
| | Quarterly | | | | |
| | --- Fecal Coliform | Membrane Filter | 2 | \$ 45.00 | \$ 90.00 |
| | --- Conductivity | 2510.B | 5 | \$ 19.00 | \$ 95.00 |
| | --- pH | 4500-HB | 5 | \$ 12.00 | \$ 60.00 |
| | Annual | | | | |
| | --- Lead | 200.8 | 4 | \$ 10.00 | \$ 40.00 |
| | --- Chromium | 200.9 | 4 | \$ 10.00 | \$ 40.00 |
| | --- Cadmium | 200.9 | 4 | \$ 10.00 | \$ 40.00 |
| | --- Mercury | 200.9 | 4 | \$ 30.00 | \$ 120.00 |
| | --- Silver | 200.9 | 4 | \$ 10.00 | \$ 40.00 |
| | Special | Annual | | | |
| Field Sampling Charge (upon request) | | \$55 per location | | \$ | \$ |
| Expedite Lab Test Request Fee | | 24-48 Hr. 100% 3 B.Day 75% 5 B.Day 50% | | \$ | \$ |
| Other Charge: | | --- | | \$ | \$ |
| | | | Total | \$ | \$14,018.00 |

YOU MUST ATTACH A COPY OF YOUR OSHA 300 LOGS FOR 2010, 2011 and 2012.

This pricing information is hereby provided in accordance with the terms and conditions of this Invitation to Bid. I have read, understand, and agree to all terms and conditions herein.

Company Name: Analytica

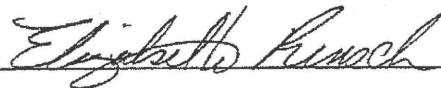
Contact Name: Elizabeth Rensch E-Mail Address: er@analyticagroup.com

Address: 701 E. Parks Highway #203

City: Wasilla State: AK Zip: 99654

Telephone (907) 375-8977 Fax (907) 248-6634 Federal Tax ID No.: 841061704

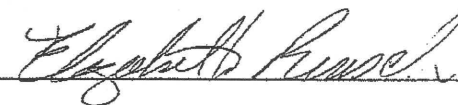
Payment Terms Net 30

Signed 

Print Name & Title Elizabeth Rensch, Business Development Manager

Date 3/19/13

I have read, understand and agree to comply with the terms and conditions specified in this Invitation to Bid. Checking "YES" indicates acceptance, while checking "NO" denotes non-acceptance and should be detailed below. Any exceptions must be documented.

YES NO SIGNATURE 

EXCEPTIONS: Attached additional sheets if necessary.

Note: 2.5.A-Analytica is requesting local contractor preference per referenced requirements.

Exception(s)

16.i-Due to the scope of work provided by Analytica (Water and Wastewater Lab Services) professional liability coverage is not required by our insurer, thus not part of Analytica's suite of insurance coverage. Professional liability insurance was waived by Josie Judd in the last contract period. Our Insurance Certificate is attached.

16.k.ii- Waiver of Subrogation is not permitted by our insurance provider. Claims against Analytica would be referred to our Legal counsel, Mr. Tracy Woo, The Aleut Corporation and insurance carrier. An exception to Waiver of Subrogation was granted by Josie Judd in the last contract period.

National Environmental Laboratory Accreditation Conference (NELAC). See attached letter from ADEC. NELAC is not required by the Alaska Department of Environmental Conservation (ADEC) or the other states where Analytica has laboratories. NELAC is used as a method of reciprocity and not required to meet an individual State's licensing standard. Please see attached confirmation letter from Lance Morris, ADEC Laboratory Certification Officer.