



REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2604
www. CityofSacramento.org

Consent
June 17, 2008

Honorable Mayor and
Members of the City Council

Title: Cooperative Purchase: Inductively Coupled Plasma Mass Spectrometer System for the Drinking Water Quality Project (ZH41, Z14001500)

Location/Council District: Citywide

Recommendation: Adopt a **Resolution:** 1) approving the use of the Metropolitan Water District (MWD) of Southern California contract to purchase an Inductively Coupled Plasma Mass Spectrometer (ICP/MS) from PerkinElmer LAS, Inc. in a total amount not to exceed \$152,125 for the Drinking Water Quality Project (ZH41, Z14001500); and 2) authorizing the City Manager or the City Manager's designee to execute a purchase order.

Contact: Marc Robles, Program Analyst, Procurement Services, 808-6343;
Craig Lymus, Interim Procurement Services Manager, 808-6202

Presenters: None

Department: General Services

Division: Procurement Services

Organization No: 1181

Description/Analysis

Issue: The Department of General Services, Procurement Services Division, has a customer requirement to purchase equipment for the Department of Utilities. This equipment will be used for water quality testing. Current laboratory instrumentation must be replaced due to age and reliability. In accordance with City Code 3.56.240, the City Manager may, by cooperative purchasing agreements approved by City Council, purchase supplies through contracts of other governmental jurisdictions without separate competitive bidding, where it is advantageous to the City.

Policy Considerations: The recommendations in this report are in accordance

with the provisions of City Code Section 3.56.

Environmental Considerations:

California Environmental Quality Act (CEQA): This project has been determined to be exempt from the requirements of the California Environmental Quality Act (CEQA), under Section 15061(b) (3) of the CEQA Guidelines, which state that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The current proposal involves only the purchase of a laboratory instrument and appurtenances.

Sustainability Considerations: Not applicable

Commission/Committee Action: Not applicable

Rationale for Recommendation: In an ongoing effort to maximize cost savings and staff resources, many government agencies share contracting efforts through cooperative purchasing. This procurement approach increases pricing competitiveness and lowers operating costs through volume buying. When comparing the administrative costs of procurement, staff considers product research, source selection, specifications, advertising, staff reports, awarding, protest, and administration of the contract. It is often more cost-effective to eliminate the cost and time spent on these administrative processes and purchase items and services through a cooperative purchasing program.

The City has used both regional and national cooperative purchasing agreements to complement its own contracting initiatives. Cooperative purchasing enables City departments and the Procurement Services Division to evaluate a broader range of contracting opportunities and to share resources with other jurisdictions. Cooperative purchasing also leverages internal and external resources to maximize cost savings opportunities for the City.

In February 2007, MWD issued Request for Bid No. RFB-TO-165703, for the purchase of an ICP/MS. The lowest responsive and responsible bidder was determined to be PerkinElmer LAS, Inc. The pricing terms and conditions were offered and accepted through a competitive bid that was conducted by MWD. The request for bid specified the same equipment needed by the City of Sacramento and the vendor is willing to offer the same pricing and terms as MWD.

Best value was determined by a solicitation to four recognized and reputable Inductively Coupled Plasma Mass Spectrometer (ICP/MS) manufacturers/vendors for low bid awards for instruments to run EPA Method 200.8. These bid awards were to be less than two years old, to an agency/municipality similar or larger in service size as the City of Sacramento, and the manufacturer/vendor agreed to honor the pricing in their original proposal.

Cooperative Purchase: Inductively Coupled Plasma Mass Spectrometer June 17, 2007

This report recommends approving the use of MWD's purchase agreement with PerkinElmer LAS, Inc. for the purchase of the ICP/MS System in an amount not to exceed \$152,125.

Financial Considerations: Sufficient funds are available in the Department of Utilities' Drinking Water Quality CIP budget (ZH41/Z14001500).

Emerging Small Business Development (ESBD): Cooperative purchasing agreements are created, evaluated and awarded by other government agencies that may or may not have similar emerging and small business programs. However, the Department of General Services, Procurement Services Division, will consider other alternatives if it is determined that using cooperative contracts will have a negative impact on small businesses.

For the most recent complete fiscal year (FY2006/07), the Department of General Services achieved an ESBD percentage of 62%.

Respectfully Submitted by: Craig B Lymus
Craig Lymus
Interim Procurement Services Manager

Approved by: Marty Hanneman
Marty Hanneman
Interim Director, Department of Utilities

Approved by: Reina J. Schwartz
Reina J. Schwartz
Director, Department of General Services

Recommendation Approved:

Marty Hanneman
for Ray Kerridge
City Manager

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RESOLUTION NO. 2008-XXXX

Adopted by the Sacramento City Council

June 17, 2008

AUTHORIZING THE USE OF COOPERATIVE PURCHASING AGREEMENT

BACKGROUND

- A. Department of General Services, Procurement Services Division, has a customer requirement to purchase equipment for the Department of Utilities. This equipment will be used for water quality testing. Current laboratory instrumentation must be replaced due to age and reliability. Based on Metropolitan Water District (MWD) of Southern California's competitive bidding for the same laboratory instrumentation, it is advantageous for the City of Sacramento to purchase the Inductively Coupled Plasma Mass Spectrometer System (ICP/MS) through the contract established between MWD and PerkinElmer LAS, Inc.
- B. In accordance with City Code 3.56.240, the City Manager may, by cooperative purchasing agreements approved by City Council, purchase supplies through contracts of other governmental jurisdictions without separate competitive bidding, where it is advantageous to the City.
- C. This report recommends approving the use of MWD's purchase agreement with PerkinElmer LAS, Inc. for the purchase of an ICP/MS System in an amount not to exceed \$152,125.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. The contract between Metropolitan Water District of Southern California and PerkinElmer LAS, Inc. is approved for the use of purchasing an Inductively Coupled Plasma Mass Spectrometer System in a total amount not to exceed \$152,125 for the Drinking Water Quality Project (ZH41, Z14001500).
- Section 2. The City Manager or the City Manager's designee is hereby authorized to execute the necessary purchase in the amount specified above.