

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

AGENDA DATE: June 4, 2024
PUBLIC HEARING DATE: Not Applicable

CONTACT PERSON(S) NAME AND PHONE NUMBER:
Nicholas N. Ybarra, Environmental Services Director (915) 212-6025
K. Nicole Cote, Managing Director (915) 212-1092

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: No. 8 – Nurture and Promote a Healthy, Sustainable Community

SUBGOAL: 8.5 Improve air quality throughout El Paso

SUBJECT:

The award of solicitation 2024-0037 Laboratory Services to Eurofins Environment Testing America Holdings, Inc. dba Eurofins Environment Testing South Central, LLC., for an initial term of three (3) years for an estimated amount of \$180,000.00. The award also includes a two (2) year option for an estimated amount of \$120,000.00. The total contract time is for five (5) years for a total estimated amount of \$300,000.00. This contract will provide Laboratory Services for Environmental Services Department to meet air quality grant requirements.

BACKGROUND / DISCUSSION:

The services under this contract provide laboratory analysis of gasoline for oxygenate and Reid Vapor Pressure (RVP). To meet contractual requirements per Texas Commission on Environmental Quality (TCEQ) and Environmental Protection Agency (EPA).

SELECTION SUMMARY:

Solicitation was advertised on November 21, 2023 and November 28, 2023. The solicitation was posted on City website on November 21, 2023. There were a total of twenty (20) viewers online; one (1) bid was received; not a local supplier. An Inadequate Competition Survey was conducted.

CONTRACT VARIANCE:

The difference based in comparison to the previous contract is as follows: An increase of \$72,000.00 for the initial term, which represents a 66.67% increase due to price increases.

PROTEST

No protest received for this requirement.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Amount: \$180,000.00

Funding Source: Environmental Services-Grants

Account: 522150-334-3110-34030-P3436-GS342417

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? ☒ YES ☐ NO


PRIMARY DEPARTMENT: Environmental Services

2024-0037 Laboratory Services

SECONDARY DEPARTMENT: Purchasing & Strategic Sourcing

*******REQUIRED AUTHORIZATION*******

DEPARTMENT HEAD:



Nicholas N. Ybarra, Environmental Services Director

Project Form
Low Bid

*****Posting Language Below*****

Please place the following item on the Consent Agenda for the City Council Meeting of May 21, 2024.

Strategic Goal 8 – Nurture and Promote a Healthy, Sustainable Community

The linkage to the Strategic Plan is subsection: 8.5 Improve air quality throughout El Paso

Award Summary:

The award of solicitation 2024-0037 Laboratory Services to Eurofins Environment Testing America Holdings, Inc. dba Eurofins Environment Testing South Central, LLC, for an initial term of three (3) years for an estimated amount of \$180,000.00. The award also includes a two (2) year option for an estimated amount of \$120,000.00. The total contract time is for five (5) years for a total estimated amount of \$300,000.00. This contract will provide Laboratory Services for Environmental Services Department to meet air quality grant requirements.

Contract Variance:

The difference based in comparison to the previous contract is as follows: An increase of \$72,000.00 for the initial term, which represents a 66.67% increase due to price increases.

Department:	Environmental Services
Award to:	Eurofins Environment Testing America Holdings, Inc. dba Eurofins Environment Testing South Central, LLC
City & State:	Leola, PA
Item(s):	All
Initial Term:	3 Years
Option Term:	2 Years
Total Contract Time:	5 Years
Annual Estimated Award:	\$60,000.00
Initial Term Estimated Award:	\$180,000.00
Option Term Estimated Award:	\$120,000.00
Total Estimated Award	\$300,000.00
Account(s)	522150-334-3110-34030
Funding Source(s):	Environmental Services-Grants
District(s):	All Districts

This was a Best Value Procurement - service contract

The Purchasing & Strategic Sourcing Department and Environmental Services Department recommend award as indicated to Eurofins Environment Testing America Holdings, Inc. dba Eurofins Environment Testing South Central, LLC to the highest ranked bidder based on the evaluation criteria for this solicitation.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

Notices/Letters/Approvals

Transmittal Letter



Department: Environmental Services

Solicitation: 2024-0037 Laboratory Services

Solicitation Description: Goods & Services - Evaluation Approval

Agent: check documents to ensure all the backup has been reviewed prior to Director's Approval:

Attach all necessary documents required for the selected drop down.

Signatures Recommending Approval:

Edward Rodriguez 4/16/2024
Edward Rodriguez, Procurement Analyst Date

Paula Salas 4/23/2024
Paula Salas, Purchasing Agent Date

Rhonda Easter 4/24/2024
Rhonda N. Easter, Assistant Purchasing Director Date

K. Nicole Cote 4/24/2024
K. Nicole Cote Date
Managing Director

Review Notes:

CITY OF EL PASO BEST VALUE SCORESHEET

PROJECT: 2024-0037 Laboratory Services

*Evaluation of Submittal*Eurofins Environment Testing
America Holding, Inc
Leola, PA

MAX POINTS

Factor A - Offeror's Fee Proposal

30

\$ 180,000.00

30.00

Factor B - Experience – Comparable Contracts

20

9.55

Factor C - References

10

10.00

Factor D - Employee Medical Benefit and Incentives

30

26.67

Factor E - Employee Medical Benefit and Incentives

10

8.00

TOTAL SCORE

100

84.22

Rank

1



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Laboratory Services					BID NO: 2024-0037					
BID DATE: December 20, 2023					DEPARTMENT: Environmental Services Department					
					Eurofins Environment Testing America Holdings, Inc. dba Eurofins Environment Testing South Central, LLC. Leola, PA Bidder 1 of 1					
Item No.	Parameters	Method	Unit of Measure	Estimated Annual Quantity (A)	Unit Rate (per Analysis) (B)	Yearly Total (C = A X B) (C)	3 Year Total (D = C X 3) (D)	Unit Rate (per Analysis) (B)	Yearly Total (C = A X B) (C)	3 Year Total (D = C X 3) (D)
1	OXYGENATES	ASTM D4815	EACH	300	\$125.00	\$ 37,500.00	\$ 112,500.00	0	\$ -	\$ -
2	REID VAPOR PRESSURE (RVP)	ASTM D5191	EACH	300	\$75.00	\$ 22,500.00	\$ 67,500.00	0	\$ -	\$ -
Total						\$ 60,000.00	\$ 180,000.00		\$ -	\$ -
<p><u>OPTION TO EXTEND THE TERM OF THE AGREEMENT</u></p> <p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS. THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF THE SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS. THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p>										
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S)					<div>X</div>					
NO OPTION OFFERED					<div></div>					
AMENDMENTS ACKNOWLEDGED:					YES					
BIDS SOLICITED: 3 LOCAL BIDS SOLICITED: 0 BIDS RECEIVED: 1 LOCAL BIDS RECEIVED: 0 NO BID: 0										
NOTE: The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.										

Approved by _____/s/
Date Approved 1/2/2024