

# MANATEE COUNTY GOVERNMENT

## INTENT TO NEGOTIATE

<b>SUBJECT</b>	Discrete Analyzer Unit for Central Laboratory	<b>DATE POSTED</b>	MC 11/21/14 ✓ SE DS 11/21/14 ✓ SE CC 11/21/14 ✓ SE
<b>PURCHASING REPRESENTATIVE</b>	Jacob Erickson, 3053	<b>DATE CONTRACT SHALL BE AWARDED</b>	Upon Completion of Successful Negotiations
<b>DEPARTMENT</b>	Utilities Department	<b>CONSEQUENCES IF DEFERRED</b>	None <i>Ami W. Waller</i>
<b>SOLICITATION</b>	RFP #14-2380JE	<b>AUTHORIZED BY DATE</b>	Melissa M. Wendel, CPPO

### NOTICE OF INTENT TO NEGOTIATE

Notice of Intent to Negotiate with Seal Analytical, Inc. to provide a Discrete Analyzer Unit for Central Laboratory for the Manatee County Utilities Department.

### ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws

### BACKGROUND/DISCUSSION

#### PROJECT BACKGROUND:

The purpose of this RFP is to obtain from qualified firms, their experience and qualifications to provide, a Discrete Analyzer Unit for the Manatee County Central Laboratory to perform services including sample analysis, data interpretation, and consultation to assist in water treatment and permit compliance.

#### SOLICITATIONS:

The RFP was advertised on the Manatee County website, DemandStar, in the Bradenton Herald and the Tempo News and was also provided to the Manatee County Chamber of Commerce for release to its members. Two (2) proposals were received.

#### Manatee County Firms that were directly solicited:

None

#### Manatee County Firms that submitted proposals:

None

#### Local firms that submitted proposals include:

None

<b>ATTACHMENTS</b> (List in order of attached)		<b>FUNDING SOURCE</b> (Acct Number & Name)	Various CIP Accounts Per Work Assignment <input type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
<b>COST</b>	\$100,000	<b>AMT/FREQ OF RECURRING COSTS</b> (Attach Fiscal Impact Statement)	N/A

#### Other (non-local) firms that submitted proposals include:

Seal Analytical, Inc.                      Mequon, WI  
Thermo Fisher Scientific              Fremont, CA  
(Thermo Fisher Scientific's proposal was deemed non-responsive pursuant to "Section C" of the Request for Proposal)



**EVALUATION COMMITTEE (VOTING) MEMBERS:**

Kayse Hasiak – Laboratory Supervisor, Utilities Department  
Gregory Blanchard – Environmental Program Manager – Air/Water, Parks & Natural Resources Department  
Jacob Erickson - Contracts Negotiator, Financial Management Department (Chairman)

**Non-Voting Staff Attending:**

None

**EVALUATION RESULTS:**

The Evaluation Committee (the “Committee”) convened to review evaluation committee responsibilities and the Florida Sunshine Law as applicable to public meetings and proceeded to review the responsive proposal to the requirements of the RFP. As a result of the discussion, the Committee unanimously voted to commence negotiations with Seal Analytical, Inc.

**Seal Analytical, Inc.**

Seal Analytical, Inc. demonstrated exceptional qualifications by means of their proposal. Their submitted proposal was responsive and responsible, meeting all necessary criteria set forth in the RFP. Seal Analytical, Inc. has a 25 year track record in discrete analysis. One of the desired components of Seal Analytical, Inc's proposal was the ability of the instrument to add samples on the fly (ad-hoc). This gives the Central Laboratory the ability to test multiple samples without waiting for a complete analysis to take place, thus reducing the amount of time necessary to produce analysis results. Additionally, Seal Analytical, Inc.'s product maintenance and warranty plan specifically addressed the challenges faced by the Central Laboratory. Coupling this product coverage with their proven track record of providing exceptional Discrete Analyzer Unit services renders Seal Analytical, Inc. as a desirable and strong candidate.

The Evaluation Committee unanimously determined that Seal Analytical, Inc. has the experience, capabilities and product plan necessary to provide a Discrete Analyzer Unit, whose services include sample analysis, data interpretation, and consultation to assist in water treatment and permit compliance.

**ESTIMATED COST OF SERVICES:** The estimated annual expenditure is \$100,000.00 annually before negotiation.

**FUNDING:** 401-0010200-564000 / Utilities Wastewater-Central Laboratory

*The above justifications are a generalized summary of major observations intended only to provide a sufficiently detailed overview of the main observations of a majority of Committee Members. Each Committee Member may have considered one or more facts or factors more or less important than the other Committee Members when voting, and this summary of the Evaluation Committee's decision is not an attempt to exhaustively describe each of the relevant factors which motivated each of the Committee Members to select the rankings described.*

The Evaluation Committee voted unanimously 3 to 0 to proceed with Seal Analytical, Inc.

The resulting agreement will be managed by the Utilities Department.