

# MANATEE COUNTY GOVERNMENT INTENT TO NEGOTIATE

|                                  |   |                                       |   |
|----------------------------------|---|---------------------------------------|---|
| <b>SUBJECT</b>                   | Total Organic Carbon/Total Nitrogen Analyzer Unit for Manatee County Water Treatment Plant Quality Control Laboratory | <b>DATE POSTED</b>                    | MC <u>12/9/16</u> ✓ X SE<br>DS <u>12/9/16</u> ✓ X SE<br>CC <u>N/A</u> |
| <b>PURCHASING REPRESENTATIVE</b> | Jacob Erickson, 749-3053  | <b>DATE CONTRACT SHALL BE AWARDED</b> | Upon Completion of Successful Negotiations                            |
| <b>DEPARTMENT</b>                | Utilities Department  | <b>CONSEQUENCES IF DEFERRED</b>       | None <i>M. Wendel</i>   |
| <b>SOLICITATION</b>              | RFP 16-3160JE   | <b>AUTHORIZED BY DATE</b>             | Melissa M. Wendel, <i>for</i><br>CPPO                                 |

### NOTICE OF INTENT TO NEGOTIATE

Notice of Intent to Negotiate with Shimadzu Scientific Instrument to provide a Total Organic Carbon/Total Nitrogen Analyzer Unit for Manatee County Water Treatment Plant Quality Control Laboratory.

### 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 Manatee County Utilities Water Treatment Plant Laboratory has the need to acquire a Total Organic Carbon (TOC)/Total Nitrogen (TN) Analyzer Unit for the analysis of environmental samples. The objective of the TOC/TN Analyzer procurement is to replace an existing TOC/TN Analyzer unit that is nearing the end of its lifespan and also to meet the Laboratory's growing need to provide inorganic analytical services for the Water Division.

#### 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.

#### Firms that submitted proposals include:

|  |             |
|--|-------------|
| Shimadzu Scientific Instrument                                 | Durham, NC  |
| Teledyne Tekmar, a business unit of Teledyne Instruments, Inc. | Mason, Ohio |

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|---|-----------------------------|--|---|
| <b>ATTACHMENTS</b><br>(List in order of attached) |                             | <b>FUNDING SOURCE</b><br>(Acct Number & Name)                          | Term Agreement<br><input checked="" type="checkbox"/> Funds Verified<br><input type="checkbox"/> Insufficient Funds |
| <b>COST</b>                                       | \$52,000 before negotiation | <b>AMT/FREQ OF RECURRING COSTS</b><br>(Attach Fiscal Impact Statement) | N/A   |

**EVALUATION COMMITTEE (VOTING) MEMBERS:**

Rob Ocasio – Laboratory Supervisor, Utilities Department  
Gregory Blanchard – Environmental Program Manager – Air/Water, Parks and Natural Resources Department  
Jacob Erickson - Contracts Negotiator, Financial Management Department (Chairperson)

**EVALUATION RESULTS:**

The Evaluation Committee (the "Committee") convened in December 2016 to review evaluation committee responsibilities, discuss member's availability for future meetings, and the Florida Sunshine Law as applicable to public meetings. The Evaluation Committee then proceeded to review each of the two (2) proposals for their responsiveness to the requirements of the RFP.

**Shimadzu Scientific Instrument**, Durham, NC - The firm presented an exceptional analyzer unit in their proposal. The TOC-LCPH / TNM-L Total Nitrogen Module, ROHS unit proposed met all of the required specifications set forth in the RFP including a separate autosampler. Shimadzu Scientific Instrument also proposed a comprehensive extended warranty and a strong Preventative Maintenance program. After further discussion, the Evaluation Committee determined that Shimadzu Scientific Instrument be recommended for the Intent to Negotiate award.

**Teledyne Tekmar, a business unit of Teledyne Instruments, Inc.**, Mason, Ohio – The firm presented a quality analyzer unit in their response to the RFP. After further review by the Evaluation Committee, it was determined that a separate autosampler was not part of the proposal and no extended warranty was proposed. As a result, the Evaluation Committee determined that Teledyne Tekmar, a business unit of Teledyne Instruments, Inc. be ranked second.

Upon completion of the Evaluation Committee meeting on December 1, 2016, the Committee ultimately recommended the Intent to Negotiate award for **Shimadzu Scientific Instrument** to the County Administrator.

**ESTIMATED COST OF SERVICES:** The estimated expenditure is \$52,000 before negotiations.

**FUNDING: 401-0009401 / Machinery and Equipment**

*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 the award to **Shimadzu Scientific Instrument**.

The resulting agreement will be managed by the Utilities Department.