



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: February 2, 2016

TO: Mayor and Councilmembers

FROM: Water Resources Division, Public Works Department

SUBJECT: Contract To Provide Consulting Services For The Laboratory Information Management System

RECOMMENDATION:

That Council authorize the Public Works Director to execute a City Professional Services contract with Astrix Technology Group, in the amount of \$67,360, to provide consultant support services for the replacement of the City's Laboratory Information Management System, and authorize the Public Works Director to approve expenditures of up to \$6,736 for extra services that may result from necessary changes in the scope of work, for a total not-to-exceed amount of \$74,096.

DISCUSSION:

Background

The City's Water Resources Laboratory is an environmental laboratory that provides analytical services for the City's Water and Wastewater Treatment Programs. The laboratory is certified and registered by the California State Water Resources Control Board Environmental Laboratory Accreditation Program in seven separate fields of testing. It performs analyses and produces data from various sources, including drinking water, wastewater, biosolids, recycled water, industrial pretreatment water, storm water runoff, surface water, groundwater, creeks, and on-shore receiving waters.

The laboratory collects approximately 15,000 samples and performs over 50,000 analyses annually. The majority of analyses performed in the laboratory are for regulatory compliance programs and treatment process control. The laboratory's main goal is to report and deliver analytical test results promptly to Water Resources staff and regulatory agencies.

To ensure that the analytical test results and related data meet the needs and regulatory requirements, in-house quality control and quality assurance programs are enforced in every step of the testing procedures and daily operations. All practices, from sample collection, storage, and preservation to analytical testing, reporting, and certification, must follow established standard operating procedures and acceptance criteria. All required

wastewater analytical data is compiled on approved reporting forms and then uploaded into the State Water Resources Control Board's California Integrated Water Quality database. Drinking water analytical data is reported to the State Water Resources Control Board, Division of Drinking Water, using the State Write-On Electronic Data Transfer Program.

Scope of Services

Replacement of the Laboratory Information Management System (LIMS) is a complex project and requires a unique skill set to be successful. The purpose of this contract is to acquire a consultant who can assist the City with the planning, design, and implementation required for a new LIMS.

The LIMS currently in use has been in service since 2006. To ensure our laboratory remains accredited, the lab must keep pace with changes in technology that require more digital reporting. The new LIMS will have the capability to integrate advanced instrumentation data directly to the database, eliminating dual data entry and reporting. In addition, the new LIMS will have the capability to prepare reports required to maintain compliance with regulatory agencies. As a whole, the industry is moving towards more standardized commercial software that complies with Federal and State regulatory requirements, is fully automated, and will simultaneously support all units of the laboratory.

In August 2015, a request for proposals (RFP) was sent out to five qualified firms who specialize in support of LIMS planning and implementation. Staff received responses back from four firms. Astrix Technology Group (ATG) was the only firm that submitted an acceptable proposal that was responsive to and met the requirements of the RFP. City staff subsequently negotiated an acceptable contract with ATG.

ATG will support staff with project planning, needs assessment, development of functional requirements specifications, LIMS vendor selection, LIMS program implementation, and staff training.

Funding

Costs for Services Under this Contract:

Phase I: Planning, assessment of needs and Request for Proposal development	\$45,385
Phase II: Review of proposals, demonstrations, evaluations, vendor selection	\$6,975
Phase III: Installation, configuration, and training schedule	\$15,000
Extra Services	\$6,736
Total	\$74,096

Total Project Costs:

In addition to this contract, it is estimated that the new software and hardware will cost around \$40,000, for a total project cost of approximately \$114,000.

There are sufficient appropriated funds in the Wastewater Operating Fund budget to cover these costs.

PREPARED BY: Joshua Haggmark, Water Resources Manager/LC/mh

SUBMITTED BY: Rebecca J. Bjork, Public Works Director

APPROVED BY: City Administrator's Office