

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

**OFFICE OF THE CITY MANAGER
CITY OF DES MOINES, IOWA**

99-501

SYNOPSIS -

AGENDA:
NOVEMBER 15, 1999

The Wastewater Reclamation Facility recommends awarding the contract to provide a Laboratory Information Management System (LIMS) to Telecation, Inc. (7112 West Jefferson Avenue, Suite 307, Lakewood, Colorado 80235, Leigh A. Richardson, President) for \$92,788. The award is based on an in-depth analysis as specified in the published Request for Proposals for professional services to provide the LIMS.

SUBJECT:

PROFESSIONAL
SERVICES
AGREEMENT FOR
DEVELOPMENT OF
LABORATORY
INFORMATION
MANAGEMENT
SYSTEM

FISCAL IMPACT -

The funds to support this effort are in the Small Projects Capital Improvement Plan, Fund EN267, Organization ENG990000, Project WRA062.

TYPE:

RECOMMENDATION -

RESOLUTION
ORDINANCE
RECEIVE/FILE

Approval of the Professional Services Agreement with Telecations, Inc.

BACKGROUND -

SUBMITTED BY:

WILLIAM STOWE
PUBLIC WORKS
DIRECTOR
DESIGNEE

The Laboratory at the Des Moines Metropolitan Wastewater Reclamation Authority's facility generates analytical results on almost 100,000 samples per year for the facility's permit for discharge into the Des Moines river, for the land application of biosolids program, and for the Industrial Pretreatment Program in accordance with the Iowa Department of Natural Resource's requirements. It also provides process control services for the facility and contract services for the Airport, Zoo, Stormwater Utility, and underground storage tanks.

The complexity of the information that must be processed and the Quality Control/Quality Assurance required to ensure

accurate results mandates that the information be processed by a modern Laboratory Information Management system. These services require exact documentation in order to establish credibility and be able to defend results in court when enforcing prohibitions against toxic or incompatible discharges into the sewer system.

A Request for Proposals was written and advertised for prospective suppliers to respond. The proposals not only included the software but a professional evaluation of the hardware on which this system would run and provided for professional services in integration of the system and training of the City staff.

The evaluation criteria specified were similar to those used for selecting PeopleSoft for the City's financial/payroll system. The criteria included meeting and exceeding minimum requirements and desired attributes, training, installation, conversion and implementation assistance and ongoing support, financial and business stability, past performance in similar environments (including references), and costs.

A team of individuals representing different users and customers of the system and/or Laboratory was formed to review the proposals. A preliminary review of the three proposals received resulted in two being selected for in-depth interviews and demonstrations. Roll Call No. 99-098, on March 15, 1999, amended the agreement with the consulting firm EMA, Inc. to include assistance in the preparation and review of the Request for Proposals for a Laboratory Information Management System. EMA, Inc. participated in the review and interviews and supported the selection team's recommendation.