

CITY OF SANTA ROSA
BOARD OF PUBLIC UTILITIES

TO: BOARD OF PUBLIC UTILITIES
FROM: ROBERT C. WILSON, LAB SUPERVISOR
SANTA ROSA WATER

SUBJECT: FIRST AMENDMENT TO PROFESSIONAL SERVICES
AGREEMENT NUMBER F001315 WITH ACCELERATED
TECHNOLOGIES LABORATORIES, INC.

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Water Department that the Board of Public Utilities, by motion, approve the First Amendment to Professional Services Agreement number F001315 for Laboratory Information Management System (LIMS) service with Accelerated Technology Laboratories Inc.

EXECUTIVE SUMMARY

The Laguna Environmental Laboratory (Laboratory) performs analyses on drinking water, wastewater, and solid waste streams. Data management is needed to track and maintain the large amount of data generated by Laboratory staff. Additionally, an electronic database needs periodic updates to protect laboratory data from potential cyber-attacks and City staff needs to be trained on the usage of the system and updates to the database. The Laboratory uses TITAN LIMS software to hold all the laboratory data and produce reports. Accelerated Technology Laboratories, Inc. (ATL) is the vendor for TITAN LIMS and is the only contractor available to provide technical support, software customization, and training for software use. The City has an agreement with ATL to provide these services, but the professional services agreement is almost complete. The First Amendment to this agreement will increase the award by \$96,568.20 for a total contact award not to exceed of \$196,168.20. This amendment will also extend the agreement until February 11, 2025.

BACKGROUND

The Water Department chose TITAN LIMS to be the new database and reporting software to replace the old LIMS software. In January of 2020, the Laboratory went live with the TITAN LIMS software and used this agreement to customize and train staff to

use the new software. The City already has Contract F001315 for \$99,600.00 that is almost complete and expires on February 11, 2022. The First Amendment to agreement number F001315 extends the contract for three years and adds another \$96,568.20 to extend software service and training for staff.

PRIOR BOARD OF PUBLIC UTILITIES REVIEW

None.

ANALYSIS

The First Amendment to the professional services agreement F001315 will allow the Laboratory to have continued software maintenance, training, technical support, and provide further customization of the TITAN LIMS software for another three years. This amendment is necessary to continue to operate the LIMS system and to have continuous access to tech support to maintain the database and current custom programming.

FISCAL IMPACT

Funding for this expense is included in the Water Department Fiscal Year 2021-22 adopted budget.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not an action which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment and is not a project pursuant to CEQA Guidelines Section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

None

ATTACHMENTS

- Attachment 1 – First Amendment – Accelerated Technology Laboratories, Inc.

CONTACT

Robert C. Wilson, Laboratory Supervisor, Santa Rosa Water, rwilson@srcity.org,
707-543-4369