

OMB Granicus Review

Granicus Title	Ranking of firms and agreements with Advanced Environmental Laboratories, Inc. (AEL) and Eurofins Environment Testing Southeast LLC for laboratory testing services for water, solids, and chemicals				
Granicus ID#	25-0067A	Reference #	24-0687-RFP	Date	02/03/2025

Mark all Applicable Boxes:

Type of Review									
CIP		Grant		Other	X	Revenue		Project	

Fiscal Information:

New Contract (Y/N)	Y	Original Amount	\$ 882,447.25
Fund(s)	Multiple Funds	Amount of Change (+/-)	\$ 0.00
Cost Center(s)	Multiple Centers	Total Amount	\$ 882,447.25
Program(s)	Multiple Programs	Amount Available (FY25)	\$ 137,510.00
Account(s)	534900	Included in Applicable Budget? (Y/N)	Y
Fiscal Year(s)	FY25 – FY27		

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

Pinellas County Utilities (PCU) is seeking the approval and execution by the County Administrator of the agreement with Advanced Environmental Laboratories, Inc. (AEL) and Eurofins Environment Testing Southeast LLC (Eurofin) for laboratory testing services for water, solids, and chemicals. The Utilities and Solid Waste labs will be the users of this agreement.

This request is budgeted for in the FY25 Budget of Solid Waste and PCU in the Solid Waste Revenue and Operating Fund, Water Revenue and Operating Fund, and Sewer Revenue and Operating Fund. The Office of Management and Budget confirmed a total of \$137,510 allocated in the FY25 Budget for third party lab testing services (Table 1). Approval of this agreement is not anticipated to cause the need for spending or budgetary adjustments.

FY25 Budget Summary	
Department	Amount
Solid Waste	\$ 68,000.00
Utilities	\$ 69,510.00
Total	\$ 137,510.00

Table 1: FY25 Budget Summary

Analyst: Shane Kunze

Ok to Sign:

Instructions/Checklist

1. Upon receipt of a request for review and notification in Granicus, review the Agenda and document for language and accuracy. Make sure there are available funds, the dept. is not overextending itself, was it planned, etc.
2. Use the Staff Report section to give a summary of the contract and include your thoughts and pertinent information.
3. Complete the form above using the Granicus attachments and the County's accounting & budgeting systems (i.e., OPUS, Chart of Accounts, Questica Budget Software).

4. Include a statement in both the Fiscal Impact section of the Staff Report and the Granicus Review form to indicate if the activity is planned in the current budget.
 - a. Sample language: **“The (contract, agreement, MOU, activity, etc.) is included in the FY23 Adopted Budget and the preliminary FY24 budget submission from the department. The annual amount expected to be spent on the (contract, agreement, MOU, activity, etc.) is approximately the same as has been spent in most recent years (or is ____ percent higher or lower due to____)”**.
5. Save the form with the following naming convention:
 - a. **OMB.Review_XX-XXXX_Department_Subject_Date**
 - b. (e.g., OMB Review_22-529A_PW_Sidewalk_28-DEC-2022).
6. Upload to Granicus as a numbered attachment.
 - a. Upload a copy of the Granicus review into the appropriate department review folder on SharePoint. (OMB/OMB Document Library/GRANICUS.RVW).