

OMB Granicus Review

Granicus Title	Agreement for laboratory testing equipment, maintenance, and supplies with the Hach Company.				
Granicus ID#	24-1325A	Reference #		Date	10/15/24

Mark all Applicable Boxes:

Type of Review									
CIP		Grant		Other	X	Revenue		Project	

Fiscal Information:

New Contract (Y/N)	Y	Original Amount	\$0.00
Fund(s)	4021, 4031, 4051	Amount of Change (+/-)	\$350,000.00 (Annual NTE)
Cost Center(s)	431320, 431340, 431350, 431360, 432929, 435120	Total Amount	\$1,049,351.79 (Agreement Total NTE)
Program(s)	2224, 2321, 2421	Amount Available	\$442,640.00
Account(s)	5349000, 5420001, 5462000, 5464000, 5490001, 5520001, 5520003, 5520005, 5529000, 5640001	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.)

This 36-month agreement with Hach Company (Agreement) provides service, supplies, maintenance, and equipment for the water quality monitoring laboratory operated by Pinellas County Utilities Department with an effective date of November 26, 2024. At the end of the initial term, the Agreement may be extended for two (2) additional twelve-month terms. The Agreement has an annual not-to-exceed (NTE) amount of \$350,000.00 with a total contract NTE of \$1,049,351.79.

Analysis

OMB determined there are funds in the amount of \$442,640.00 in the FY25 Adopted Budget which is sufficient to meet the fiscal obligations of the Agreement. The FY26 budget development cycle has not started therefore there is no basis for fiscal analysis beyond FY25.

OMB projects contract spending in the amount(s) of \$289,029.13 in FY25; \$334,231.76 in FY26; \$338,301.10 in FY27.

The Agreement is included in the FY25 Adopted Budget. The annual amount expected to be spent on the Agreement is approximately 11.3% greater than in most recent years due to inflationary increases to both labor and chemical/operating supply costs.

Variances

The sum of the annual NTE amounts exceeds the total contract NTE by \$648.21. This variance has no material fiscal impact.

Contingency Funds in the amount of \$280,000.00 and Unspecified Funds in the amount of \$50,000.00 are included in Exhibit C of the Agreement but neither are included in "Section C.

Expenditures Cap” or the total contract NTE amount stipulated in the Agreement. The annual NTE amount constrains spending within the planned, approved budgeted amount. Additional contingency and/or unspecified funds expenditures would require an amendment to the Agreement.

Calculated High and Low contract spend including these contingencies is shown in the table below. The FY25 Adopted Budget has sufficient funds available to meet projected Contingency/Unspecified expenditures if approved.

Fiscal Year Spend	High	Low
Calculated FY25 Maximum Spend**	\$ 420,695.79	\$ 385,279.13
Calculated FY26 Maximum Spend**	\$ 477,565.09	\$ 444,231.76
Calculated FY27 Maximum Spend**	\$ 481,634.43	\$ 448,301.10

**Includes pro rata for Maintenance, Testing Equipment and Lab Supplies, and Contingency Funds.
"High" includes 100% of and "Low" includes prorated Unspecified Funds allowance.

Analyst: Jon Waggoner

Ok to Sign:
