



City Council Report

Date: April 15, 2019
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: One-Year Renewal with a One-Year Renewal Option to the Term Contract for Controlled Substance Screening for the Police Department **(Citywide)**

Recommendation

Council is requested to approve the contract renewal as recommended.

The Police Department and Purchasing recommend authorizing the renewal with Norton Medical Industries at \$30,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

In 2016, the Police Department (PD) requested a term contract for controlled substance screening of their department members. This service is required to meet the high standards of performance, professionalism and personal conduct required of those involved in the Police profession. This contract ensures testing procedures are in place that coincide with Police Department policies and conducts approximately 30 random tests per month.

Norton Medical Industries agreed to renew the contract under the same terms, conditions and current pricing. Rebidding this contract would likely expose the City to higher prices for these services. PD is pleased with the vendor's service and their quick response for matters that need attention. Pricing is still highly competitive and held firm for four years. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

Purchase Information

Action: Renewal (1st of 2 possible)
Procurement Type: Request for Proposals
Contract Number: 2016175
Responses Received: 5
Original Council Award Date: 7/5/2016
Initial Contract Term: Three years
Funding Source: Police Department operating budget