



Department Name

To: Kennie Hobbs, Jr., City Manager
From: Stacian Williams, Purchasing Division
RE: RFP No. 2026-018 – Laboratory and Reagent Services for City Water Facilities
Date: 01/29/2026

The following information has been prepared for your consideration:

I. REQUESTED ACTION

To approve the award of RFP No. 2026-018 – Laboratory and Reagent Services for City Water Facilities to Advanced Environmental Laboratories, Inc.

II. SUMMARY AND HISTORY/BACKGROUND INFORMATION

The Purchasing Division issued RFP No. 2026-018 – Laboratory and Reagent Services for City Water Facilities, seeking proposals from accredited/certified laboratories to furnish all necessary labor, supplies, materials, equipment, and incidental items to satisfactorily perform the laboratory services and sampling procedures detailed in these technical specifications on an as needed basis.

A single response was received which was submitted by Advanced Environmental Laboratories, Inc.

III. FINANCIAL IMPACT

Funds will be allocated from account code(s): 40107921-505222

IV. RECOMMENDATION/ACTION

Approve the award of RFP No. 2026-018 – Laboratory and Reagent Services for City Water Facilities to Advanced Environmental Laboratories, Inc. in the amount of \$31,207.78.

V. ATTACHMENTS

1. Agenda Request Memo
2. Resolution
3. Preliminary Bid Results of RFP No. 2026-018 – Laboratory and Reagent Services for City Water Facilities
4. Proposal - Advanced Environmental Laboratories, Inc.