

**Lee County Board Of County Commissioners  
Agenda Item Summary**

**Blue Sheet No. 20040578**

**1. REQUESTED MOTION:**

**ACTION REQUESTED:** Approve Bid Waiver # W-040444 to waive the formal quoting procedure and allow Natural Resources to proceed with the purchase of LabWorks software and maintenance from PerkinElmer. Total expenditure for the software: \$53,766.02. A bid waiver has been requested due to the fact that PerkinElmer is the sole source provider of this software. Also approve the expenditure of a not-to-exceed amount of \$1000 for such incidentals as software "patches" and other minor upgrades which may be required.

**WHY ACTION IS NECESSARY:** Expenditures exceeding \$50,000 require Board approval.

**WHAT ACTION ACCOMPLISHES:** Provides the Environmental Lab with the latest version of this software, which manages all of the testing performed by the lab - from logging in samples to printing test results in required formats.

**2. DEPARTMENTAL CATEGORY:** 08  
**COMMISSION DISTRICT # 2**

*A 8 A*

**3. MEETING DATE:**

*06-15-2004*

**4. AGENDA:**

CONSENT  
 ADMINISTRATIVE  
 APPEALS  
  
 PUBLIC  
 WALK ON  
 TIME REQUIRED:


**5. REQUIREMENT/PURPOSE:**  
(Specify)

STATUTE  
 ORDINANCE  
 ADMIN. AC-4-1  
 CODE  
 OTHER

**6. REQUESTOR OF INFORMATION:**

A. COMMISSIONER \_\_\_\_\_  
B. DEPARTMENT \_\_\_\_\_  
C. DIVISION Natural Resources

BY: Roland Ottolini, Director



**BACKGROUND:** On May 21, 2004, the Division of Purchasing received a request from Natural Resources to waive the formal quotation procedure and purchase LabWorks software.

Funds are available: OC5370800100.503460

**Please see attachments:**

- (1) Request for Bid Waiver/Justification for Waiver Purchase
- (2) PerkinElmer Quote
- (3) Sole Source Confirmation Letter

**8. MANAGEMENT RECOMMENDATIONS:**

**9. RECOMMENDED APPROVAL:**

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
<i>J. Jander</i> 6-1-04	<i>Just Sheehan</i> 5-26-04			<i>KHE</i> 6/1/04	OA <i>ibw</i> 6-1-04	OM <i>ibw</i> 6-2-04	Risk <i>ibw</i> 6-1-04	GC <i>ibw</i> 6-1-04	<i>J. Jander</i> 6-1-04

**10. COMMISSION ACTION:**

APPROVED  
 DENIED  
 DEFERRED  
 OTHER

Rec. by CoAtty
Date: <i>6/1/04</i>
Time: <i>9:25</i>
Forwarded To: <i>Co. Admin</i>
<i>6/1/04</i>

RECEIVED BY COUNTY ADMIN:
<i>6/1/04</i>
<i>1:00 pm SLT</i>
COUNTY ADMIN FORWARDED TO:
<i>6/1/04</i>
<i>2 pm</i>


*EW*

**MEMORANDUM  
FROM  
THE DEPARTMENT OF  
PUBLIC WORKS  
Division of Natural Resources**

04 MAY 21 AM 8:34

Date: May 19, 2004

TO: Janet Sheehan  
Purchasing Services

From: Elin Clemons 

**SUBJECT: PerkinElmer Labworks**

Please find attached a letter from the subject vendor indicating they are the sole source for the laboratory information management system commonly referred to as LABWORKS. We have also included Quote No. 20081328 and Quote No. 20082152.

This software has been in use by the Environmental Laboratory since 1989 with relevant upgrades throughout the past fifteen (15) years. The software manages all of the testing performed by the lab from logging in samples to printing test results in required formats. LABWORKS uses Microsoft Access as its current operating base. The lab would like to upgrade from Access to SQL to provide benefits of enhanced record storage, retrieval time, report writing, etc. The lab is also buying five (5) additional user licenses and updating a DEP required drinking water report format.

Including a previous purchase of upgrading Turbochrome (software that runs gas chromatographs), a current encumbrance for maintenance and the quotes, we will exceed the \$50,000 level with this vendor for Fiscal Year 2003/2004 as outlined below. We respectfully request acquisition of the items on the two attached quotes and any necessary Board action required. Funding is available in account no. OC5370800100.503460.

• 53944 OK Upgrade Tubochrome (paid)	\$701.00
• 55521 OP LABWORKS Maintenance Agreement (encumbered)	\$14,640.00
• Quote 20081328 DEP Formatted Drinking Water Report	\$3,725.00
• Quote 20082152 SQL Upgrade and additional licenses	<u>\$34,700.02</u>
Total PerkinElmer LABWORKS	<u>\$53,766.02</u>

Should you require any further information, do not hesitate to contact me at 479-8560. Thank you for your consideration and continued support.

Attachments

- cc: Roland Ottolini
- Tony Pellicer
- Keith Kibbey
- Peter Cloutier

**JUSTIFICATION FOR SOLE SOURCE AND/OR WAIVER PURCHASE**

REQUISITION NUMBER \_\_\_\_\_ DATE MAY 19, 2004

DEPARTMENT NATURAL RESOURCES/ENV LAB BUSINESS UNIT OC5370800100

SUGGESTED VENDOR

PERKIN ELMER LABWORKS

ITEM DESCRIPTION AND REASON FOR SOLE SOURCE AND/OR WAIVER:  
(MAY ALSO BE ATTACHED AS A MEMO)

SEE MEMO ATTACHED.

QUOTE 20081328 DEP FORMATTED DRINKING WATER REPORT

QUOTE 20082152 SQL UPGRADE

LABWORKS IS THE INFORMATION MANAGEMENT SYSTEM IN USE.

TECHNICAL CHARACTERISTICS:

PROPRIETARY LABORATORY INFORMATION MANAGEMENT SYSTEM

USED IN THE DAY TO DAY OPERATIONS OF A CERTIFIED TESTING LABORATORY

REASON FOR REQUESTING SOLE SOURCE:

ITEM MUST MATCH EXISTING EQUIPMENT, WHICH IS:

EXISTING LABORATORY SOFTWARE SYSTEM

ITEM IS A REPAIR PART FOR EXISTING EQUIPMENT, WHICH IS:

ITEM IS TO BE ATTACHED TO EXISTING ITEM, WHICH IS:

Revision Date:

( ) TECHNICAL CHARACTERISTICS OF REQUESTED ITEM ARE ESSENTIAL TO OUR NEEDS  
BECAUSE:

\_\_\_\_\_

( ) NO OTHER MANUFACTURER OF THIS TYPE OF PRODUCT EXISTS

( ) OTHER MANUFACTURERS OF THIS TYPE OF PRODUCT DO NOT MEET OUR MINIMUM  
REQUIREMENTS:

MANUFACTURER'S NAME: \_\_\_\_\_

REASON: \_\_\_\_\_

MANUFACTURER'S NAME: \_\_\_\_\_

REASON: \_\_\_\_\_

MANUFACTURER'S NAME: \_\_\_\_\_

REASON: \_\_\_\_\_

( ) OTHER \_\_\_\_\_

MUST PERFORM PRICE OR COST ANALYSIS OR ATTACH NEGOTIATED PRICE QUOTE  
FROM VENDOR; LETTER FROM MANUFACTURER STATING SOLE SOURCE.

A) PRICE ANALYSIS PERFORMED

BASED ON:

SEE ATTACHED SOLE SOURCE LETTER AND NEGOTIATED DISCOUNTED

QUOTE FROM VENDOR

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Revision Date:

B) COST ANALYSIS PERFORMED:

BASED ON:

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*[Signature]* FISCAL MANAGER  
 (SIGNATURE AND TITLE OF REQUESTER)

I, *Robert D. Franceschini*, AUTHORIZED BUYER,  
 CONCLUDE THE FOLLOWING:

SOLE SOURCE JUSTIFICATION IS ADEQUATE AND PURCHASE IS AUTHORIZED  
 WITHOUT COMPETITIVE BIDDING.

SOLE SOURCE JUSTIFICATION IS INADEQUATE AND REQUISITION IS  
 RETURNED TO DEPARTMENT.

DUE TO TIME RESTRAINTS PURCHASE IS AUTHORIZED WITHOUT  
 COMPETITIVE BIDDING.

COMPETITIVE/NON-COMPETITIVE BID WAIVER APPROVED.

*[Signature]* 5-25-04  
 BUYER

*Janet Sheehan* 5-21-04  
 PURCHASING DIRECTOR

## Quotation



710 Bridgeport Avenue  
Shelton, CT 06484-4794

Phone: 1-800-762-4060  
Fax: (203) 944-2513

To: Keith Kibbey  
LEE COUNTY ENVIR LAB  
60 DANLEY DR #2  
FORT MYERS FL 33907  
USA

QUOTE NO.: 20082152  
QUOTE VALID TO: 05/28/2004  
QUOTE DATE: 05/11/2004  
PAY. TERMS: Due Upon Receipt  
FREIGHT TERMS: FOB Factory - Prepay & Add  
ULTIMATE DEST.: UNITED STATES OF AMERICA

TELEPHONE NO. 941-335-2170  
FAX NO.  
YOUR REFERENCE

QTY	DESCRIPTION	UNIT	PRICE	TOTAL
1	<p>N5170104 LABWORKS ES LIMS SQL - 4 TO 5 USERS</p> <p>LABWORKS ES is a 32-bit client server Laboratory Information Management System. LABWORKS ES LIMS is licensed by the number of concurrent users accessing the programs on a single server or multiple servers within your licensed business. Enterprise database versions include all tools and functions for running LABWORKS ES across a Local Area Network, a Wide Area Network or a Web-enabled environment. Please contact your local LABWORKS ES representative to discuss system configurations.</p> <p>Basic operations included are: sample login, tracking, results entry, QA/QC monitoring, data reporting, export and invoicing. Also included is the ability to print tracking labels, worksheets, and status reports and backlog reports.</p> <p>Standard features of the Enterprise Database versions of the product include:</p> <ul style="list-style-type: none"> <li>*Security and Authorization, Audit Trailing, Sample tracking and Exception Reporting for 21 CFR Part 11/GALP/NELAC compliance.</li> <li>*User configurable Single and Group Sample Logins with chain of custody tracking, sample labels and worksheets.</li> <li>*User configurable spreadsheet results entry in multi-sample and/or multi-analyte orientation. Results may be imported from a variety of instruments. Automatic calculation of results may be performed with user defined calculation routines from within LABWORKS ES or MS-Excel®.</li> <li>*Multiple analysis types allow the entry and reporting of numerical or text based results. Intelligent instruments such as GC, Mass Specs, AA, and ICP.s, may be directly imported from ASCII files as text or parsed using our optional parsing routines.</li> <li>*Interfaces to all PerkinElmer Instruments currently supported.</li> <li>*Binary files captured (such as pictures, scans, movies, etc).</li> </ul> <p>Multiple standard reports and invoices are included.</p>	1	50,000.00	50,000.00

SEND PURCHASE ORDERS TO:  
PerkinElmer Life and Analytical Sciences  
710 Bridgeport Ave.  
Shelton, CT 06484-4794  
Phone: 1-800-762-4000  
Fax: (203) 944-4914

SALES REPRESENTATIVE: C. LUKAC-DELIMAN/31  
PREPARED BY: David Bodwell



**LABWORKS ES LIMS**

**Quotation**

710 Bridgeport Avenue  
Shelton, CT 06484-4794

Phone: 1-800-762-4060  
Fax: (203) 944-2513

To: Keith Kibbey  
LEE COUNTY ENVIR LAB

QUOTE NO.: 20082152  
QUOTE VALID TO: 05/28/2004  
QUOTE DATE: 05/11/2004

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	<ul style="list-style-type: none"> <li>*User definable exporting formats for integration with external programs.</li> <li>*User definable special information entry forms for specific projects or sample types are provided.</li> <li>*User definable and auto sequencing universal fields for special custom applications.</li> <li>*QA/QC Batching by analyte and by project.</li> <li>*Process Scheduler Software.[N5173102]</li> <li>*Network version of Northwest Analytical (NWA)* Quality Analyst Software.[N5171111]</li> <li>*One Laser bar code reader.[N5178101]</li> <li>*500 Bar tender software.[N5178100]</li> <li>*LABWORKS Report Designer (Crystal Reports based system) [N5178113]</li> <li>*Laboratory Personnel Training Database.[N5176240]</li> <li>*Built in application based and sample ownership based security supplement database security schemes.</li> <li>*Citrix Internet connection Software allowing operation of LABWORKS ES across a LAN, WAN or Web connection.</li> <li>*Conversion routines allow migration to other database engines for long-term growth potential.</li> </ul>		
2	N0202603 LABWORKS INSTALLATION	5	2,000.00
	INCLUDES REVIEW OF EXISTING SYSTEM AND PREPARATION / INSTALLATION OF SOFTWARE AND FOLLOW UP (ACTUAL TRAVEL & LIVING EXPENSES TO BE BILLED AS INCURRED)		10,000.00
	Total List Price:		60,000.00
	Sales Order Discount:		25,299.98-
	Total Net Price in USD:		34,700.02
	<p>**This discount represents a trade-in of your existing LABWORKS LIMS system. This is a Special Client Allowance for upgrade from Access to SQL. Client must be under current LABWORKS support to be eligible for this allowance.</p> <p>Note 1: Travel and living expenses are not included and will be billed separately.</p> <p>Note 2: It is the Clients responsibility to have a current version of SQL installed on their server</p> <p>Versions of SQL can be quoted separately and are not included in the offering above.</p>		

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Shelton, CT 06484-4794

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Fax: (203) 944-2513

To: Keith Kibbey  
LEE COUNTY ENVIR LAB

QUOTE NO.: 20082152  
QUOTE VALID TO: 05/28/2004  
QUOTE DATE: 05/11/2004

ITEM	QUANTITY	DESCRIPTION	UNIT	UNIT PRICE	TOTAL
<p><b>Financing Solutions</b> designed for your business are available - we offer competitive rates with a wide range of structures to assist in acquiring your PerkinElmer technology - Speak to your Sales Engineer or call us at 1-877-969-0328 for more information.</p>					
<hr/>					
C. LUKAC-DELIMAN/31					



**Quotation**

710 Bridgeport Avenue  
Shelton, CT 06484-4794

Phone: 1-800-762-4060  
Fax: (203) 944-2513

To: KEITH KIBBY  
LEE COUNTY ENVIR LAB  
60 DANLEY DR #2  
FORT MYERS FL 33907  
USA

QUOTE NO.: 20081328  
QUOTE VALID TO: 05/28/2004  
QUOTE DATE: 05/04/2004  
PAY. TERMS: Due Upon Receipt  
FREIGHT TERMS: FOB Factory - Prepay & Add  
ULTIMATE DEST.: UNITED STATES OF AMERICA

TELEPHONE NO. 941-335-2170  
FAX NO.  
YOUR REFERENCE

1	N5177000	Custom program Florida DEP	1	3,125.00	3,125.00
2	N0202620	LABWORKS SERVICE - SPECIAL	1	600.00	600.00
				Total Net Price in USD:	3,725.00
<p><b>Financing Solutions</b> designed for your business are available - we offer competitive rates with a wide range of structures to assist in acquiring your PerkinElmer technology - Speak to your Sales Engineer or call us at 1-877-969-0328 for more information.</p>					

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Phone: 1-800-762-4000  
Fax: (203) 944-4914

**SALES REPRESENTATIVE:**  
PREPARED BY: David Bodwell



**ATTACHMENT**

**PerkinElmer LABWORKS,**  
710 Bridgeport Avenue  
Shelton, CT 06484  
Phone: 800 762-4060  
Fax 203 944-2513  
www.perkinelmer.com

May 11, 2004

Mr. Keith Kibby  
Lee County Environmental Lab  
60 Danley Dr. #2  
Fort Myers FL 33907

Dear Mr. Kibby:

This is to certify that we are the developer and sole distributor of PerkinElmer LABWORKS – Laboratory Information Management System (LIMS). We do not have any distributors or resellers due to the complex nature and we are the sole source of PerkinElmer LABWORKS software, upgrades, support, and services.

If you have any questions, please do not hesitate to contact me directly 201 358-6827.

Sincerely,

A handwritten signature in black ink, appearing to read 'Claudia Lukac-Deliman'.

Claudia Lukac-Deliman  
Client Account Manager  
PerkinElmer instruments.  
LABWORKS LIMS  
lukacca@perkinelmer.com  
Phone :201 358-6827  
FAX: 201 358-1992

MEMORANDUM  
FROM  
THE DIVISION OF PURCHASING

LEE COUNTY DIV. OF  
NATURAL RESOURCES  
MAY 27 2004  
RECEIVED

DATE: MAY 26, 2004

TO: ROLAND OTTOLINI  
NATURAL RESOURCES DIRECTOR

*Janet Sheehan*  
FROM: JANET SHEEHAN, CPPB  
PURCHASING DIRECTOR

RE: BLUE SHEET # 20040578

PROJECT: LabWorks Software

TYPE: Bid Waiver

AWARDED TO: PerkinElmer

When you have finished your review of this package, please forward it to Kristie Kroslack in the County Attorney's Office.

If there are any questions or concerns with this package, please contact Bob Franceschini at 344-5457.