

**DEPARTMENT OF PUBLIC WORKS
INTEROFFICE MEMORANDUM**



TO: Felicia Strong-Whitaker, Purchasing
FROM: David Clark, Director *DC*
DATE: August 27, 2025
SUBJECT: 25ITB1420997A-KM, Laboratory Testing Services

On August 20, 2025, the Department of Purchasing opened the referenced Invitation to Bid (ITB), receiving two (2) responses. Eurofins Environment Testing Southeast LLC, Inc. submitted the overall lowest bid.

Therefore, the Department of Public Works is recommending an award to the lowest responsive and responsive bidder, Eurofins Environment Testing Southeast LLC, Inc, in the amount of \$165,000.00. This amount matches the proposed 2026 budgeted amount and reflects the fact that it is unlikely that we would purchase ever single line item that was included in the ITB documents.

Funding is available in the following accounts: 201-540-5488-1160

cc: Roy Barnes, Deputy Director, Public Works *R.O.B.* 9-3-25
Gerald Pace, Deputy Director, Administration, Public Works
Andrenette Whitlow, Material Management Manager, Public Works
Brian Jones, Chief Assistant Purchasing Agent, Purchasing