



## Recommendation for Action

**File #:** 21-1075, **Agenda Item #:** 46.

2/4/2021

### **Posting Language**

Authorize award of three multi-term contracts with Fox Scientific Inc.; Midland Scientific Inc.; and VWR International LLC D/B/A VWR International; to provide forensic and chemistry supplies, each for up to five years for total contract amounts not to exceed \$1,190,000, divided among the contractors.

(Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods required for this solicitation, there were no subcontracting opportunities therefore; no subcontracting goals were established).

### **Lead Department**

Purchasing Office.

### **Client Department(s)**

Austin Police Department.

### **Fiscal Note**

Funding in the amount of \$60,000 is available in the Fiscal Year 2020-2021 Operating Budget of the Austin Police Department. Funding for the remaining contract term is contingent upon available funding in future budgets.

### **Purchasing Language:**

The Purchasing Office issued an Invitation for Bids (IFB) 8700 BRS1015 for these goods. The solicitation issued on May 4, 2020 and it closed on June 9, 2020. Of the four offers received, the recommended contractors submitted the lowest responsive offers. A complete solicitation package, including a tabulation of the bids received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: [Solicitation Documents](https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=134075)  
<[https://www.austintexas.gov/financeonline/account\\_services/solicitation/solicitation\\_details.cfm?sid=134075](https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=134075)>.

### **For More Information:**

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or [AgendaOffice@austintexas.gov](mailto:AgendaOffice@austintexas.gov) <<mailto:AgendaOffice@austintexas.gov>>

NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Bridney Stewart, at 512-974-3127 or [Bridney.Stewart@austintexas.gov](mailto:Bridney.Stewart@austintexas.gov) <<mailto:Bridney.Stewart@austintexas.gov>>.

### **Additional Backup Information:**

These contracts are for the purchase of forensic and chemistry supplies used by the Austin Police Department (APD). These goods are necessary to supply APD with tools necessary to properly process and preserve evidence.

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The current contract expires on August 11, 2021. A new contract is needed to maintain adequate inventory levels of supplies necessary to sustain business operations. The requested authorization amounts for these contracts was determined using departmental estimates based on current and forecasted business needs.

If the City is unable to secure a contract, APD will not have a reliable source for forensic and chemistry supplies. This will likely result in higher prices and operational cost associated with spot purchases.

**Contract Detail:**

<b><u>Contract Term</u></b>	<b><u>Length of Term</u></b>	<b><u>Contract Authorization</u></b>
Initial Term	2 yrs.	\$ 476,000
Optional Extension 1	1 yr.	\$ 238,000
Optional Extension 2	1 yr.	\$ 238,000
Optional Extension 3	1 yr.	\$ 238,000
<b>TOTALS</b>	<b>5 yrs.</b>	<b>\$1,190,000</b>

**Note:** Contract Authorization amounts are based on the City's estimated annual usage.

**Strategic Outcome(s):**

Safety.