



Recommendation for Action

File #: 23-1161, **Agenda Item #:** 23.

2/23/2023

Posting Language

Authorize execution of a contract for laboratory chemicals and supplies with Taylor Distribution Group, LLC for a term of five years in an amount not to exceed \$5,525,000.

[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 insufficient subcontracting opportunities; therefore, no subcontracting goals were established].

Lead Department

Financial Services Department.

Client Department(s)

All City Departments.

Fiscal Note

Funding in the amount of \$644,583 is available in the Fiscal Year 2022-2023 Operating Budget of various City departments. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

The Financial Services Department issued an Invitation for Bids (IFB) 5000 JOG1031 for these goods. The solicitation was issued on October 17, 2022, and closed on November 8, 2022. Of the eight offers received, the recommended contractor submitted the lowest responsive offer. 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://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=137432.

For More Information:

Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Jo Gutierrez, at 512-974-2829 or jo.gutierrez@austintexas.gov

<mailto:jo.gutierrez@austintexas.gov>.

Additional Backup Information:

The contract will provide laboratory chemicals and supplies for various City laboratories. The laboratory chemicals and supplies must meet standards prescribed by the Environmental Protection Agency and Texas Commission on Environmental Quality approved testing methodology. The contract will also support Austin Water's Laboratory Services Division which tests the water quality of drinking water, raw surface water, wastewater, bio-solids, industrial waste samples, treatment chemical samples, and other environmental water samples.

The contract will replace a contract which expires on March 1, 2023. The recommended contractor is a Minority/Women Owned Business, Historically Under-Utilized Business (HUB) Small Business, and HUB

Certified, and is not the current provider for these goods. The requested authorization amount was determined using departmental estimates based on historical spend and future usage.

If a contract is not secured, the City will not have a reliable source for laboratory chemicals and supplies and will be forced to procure these goods on an as needed basis, which may result in higher prices.

Strategic Outcome(s):

Health and Environment.