



Recommendation for Action

File #: 23-2736, **Agenda Item #:** 23.

9/21/2023

Posting Language

Authorize execution of a contract for high security storage cages for evidence including installation with Southwest Solutions Group Inc. in an amount not to exceed of \$86,336.

[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 and services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established].

Lead Department

Financial Services Department.

Client Department(s)

Forensic Science Department.

Fiscal Note

Funding is available in the Fiscal Year 2022-2023 Operating Budget of the Forensic Science Department.

Purchasing Language:

The Financial Services Department issued an Invitation for Bid (IFB) 9000 RGW1014 for these goods and services. The solicitation was published on May 1, 2023, and closed on May 30, 2023. The recommended contractor submitted the only responsive offer. A complete solicitation package, including a tabulation of the bid 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=138791.

For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at: FSDCentralProcurementRCAs@austintexas.gov or [512-974-2500](mailto:FSDCentralProcurementRCAs@austintexas.gov). Respondents to the solicitation and their Agents should direct all questions to the Authorized Contact Person identified in the solicitation.

Additional Backup Information:

The contract is for the purchase of high security storage cages and installation services to create additional storage space in the Forensic Science Department evidence warehouse.

The Evidence Unit is responsible for the secure storage and legal disposition of evidence and all seized property in the department's possession. Industry standard for evidence storage recommends additional layers of security for areas storing high value items such as drugs, firearms, and money. The existing designated storage spaces for these items are at maximum capacity. This caging will support the conversion of three existing areas of the warehouse into space capable of storing high value evidence and property.

This is a new contract. The recommended contractor has previously provided similar goods and services to the City.

If the City is unable to secure a contract, the Forensic Science Department may need to store high value items in less secure areas which is not recommended as an industry best practice.