



City of Austin

Recommendation for Action

File #: 24-4283, **Agenda Item #:** 20.

4/18/2024

Posting Language

Authorize negotiation and execution of a contract for preventative maintenance and repair services with Shimadzu Scientific Instruments Inc., for a term of five years in an amount not to exceed \$925,000.

[Note: Sole source contracts are exempt from the City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program); therefore, no subcontracting goals were established].

Lead Department

Financial Services Department.

Client Department(s)

All City Departments.

Fiscal Note

Funding in the amount of \$77,085 is available in the Fiscal Year 2023-2024 Operating Budget of various City departments. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

Sole Source.

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.

Additional Backup Information:

This contract will provide preventative maintenance and repair services for Shimadzu Scientific Instruments Inc. laboratory equipment for various departments. Laboratory equipment includes gas chromatographs, mass spectrometer systems, and inductively coupled plasma-optical emission spectrometers. These services address the City's goal of properly maintaining laboratory equipment to identify, measure, and analyze items such as wastewater, narcotics, toxic substances, organic compounds, and metals. The contractor also provides original equipment manufacturer parts as needed to achieve long-term analytical stability.

Shimadzu Scientific Instruments Inc. personnel are factory-certified to maintain and repair the equipment and possess specialized product knowledge to provide the goods and services required. The equipment contains patented and unique characteristics proprietary in nature, necessitating a sole source purchase. If another contractor is sourced, the factory equipment warranty will be void.

This contract will replace two contracts, one of which expires on July 16, 2024. The existing contracts do not have sufficient authority to support the need for additional purchases. The recommended contractor is the current provider of these goods and services. The requested authorization amount was determined using departmental estimates based on historical spend and anticipated future usage.

A delay in contract approval will impact departments' abilities to process testing requests.