

## AGENDA



Thursday, September 24, 2009

**Purchasing Office  
RECOMMENDATION FOR COUNCIL ACTION**

**Item No. 62**

**Subject:** Authorize award and execution of a contract with ALLAN VORDA & ASSOCIATES, Sugar Land, TX for the purchase of one walk-in freezer and one cooler for the Austin Police Department in an amount not to exceed \$105,000.

**Amount and Source of Funding:** Funding is available in the Fiscal Year 2008-2009 One-Time Critical Capital Budget of the Austin Police Department.

**Fiscal Note:** A fiscal note is not required.

**For More Information:** Sydney Ceder, Sr. Buyer, 974-2035

**Purchasing Language:** Lowest bid meeting specification of two bids received.

**MBE/WBE:** This contract will be awarded in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract is for the purchase of one medical/scientific temperature control freezer and one cooler required to store temperature sensitive evidence by the Evidence Control Section (ECS) of the Austin Police Department.

The biological evidence which is stored by ECS includes body fluids, which potentially contain biological material that may yield deoxyribonucleic acid (DNA) profiles. ECS presently has stored 42,850 pieces of biological evidence which require proper climate control, and an average of 4,000 pieces of biological evidence is added per year.

These temperature control units will be replacing several smaller units that can no longer be serviced and are not functioning properly. The size of these two units allows sufficient room for growth.

MBE/WBE Solicited: 0/0

MBE/WBE Bid: 0/0

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Twenty-four notices were sent. There are no known MBE/WBEs available for this commodity. Two bids were received.
- c. This is the first purchase of its type and size; therefore, there is no pricing history available.

**APPROVAL JUSTIFICATION**

- a. Lowest bid received.
- b. The Purchasing Office concurs with the Austin Police Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.