

## A G E N D A



RCA - Purchasing	Austin City Council	Item ID:	4998
Meeting Date:	April 7, 2011		
Department:	Purchasing		
Subject			
<p>Authorize award and execution of a 36-month requirements service contract with FULL SPECTRUM ANALYTICS INC., Orange, CA for maintenance and repair services for forensics laboratory equipment in an estimated amount not to exceed \$55,910, with three 12-month extension options in estimated amounts not to exceed \$26,542 for the first extension option, \$31,851 for the second extension option, and \$38,221 for the third extension option, for a total estimated contract amount not to exceed \$152,524.</p>			
Amount and Source of Funding			
<p>Funding in the amount of \$7,680 is available in the Fiscal Year 2010-2011 Operating Budget of the Austin Police Department. Funding for the remaining 30 months of the original contract period and extension options is contingent upon available funding in future budgets.</p>			
Fiscal Note			
<p>There is no unanticipated fiscal impact. A fiscal note is not required.</p>			
Purchasing Language:	Lowest bid of two bids received.		
Prior Council Action:			
For More Information:	Colleen Athey, Buyer II, 972-4012		
Boards and Commission Action:			
MBE / WBE:	This contract will be awarded in compliance with Chapter 2-9C 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.		
Related Items:			
Additional Backup Information			
<p>This contract will establish a reliable source for preventative maintenance and repair services for various types of laboratory equipment for the Austin Police Department (APD) forensics laboratory. The laboratory equipment is used in the identification of controlled substances, dangerous drugs, over-the-counter medication, volatile solvents and other illicit compounds. Volatile solvents include, but are not limited to, methanol, acetone, formaldehyde, chloroform, ether and ethanol.</p> <p>Preventative maintenance of the laboratory equipment will be performed on an annual basis and the repair services will be on an as-needed basis.</p>			
MBE/WBE solicited: 1/0		MBE/WBE bid: 0/0	

**BID TABULATION**

IFB No. CEA0023

Maintenance and Repair Services for APD  
Forensics Laboratory Equipment

<b><u>Vendor</u></b>	<b><u>Total Annual Bid Price</u></b>
Full Spectrum Analytics Inc. Orange, CA	\$15,360.00
PerkinElmer Health Sciences Inc. Shelton, CT	\$23,340.00

A copy of the complete bid tabulation is on file in the Purchasing Office and is on the City of Austin, FASD Purchasing Office website.

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Sixty-two notices were sent, including one MBE. Two bids were received, with no response from the MBE.
- c. The pricing offered represents a 1% increase from the last contract award in November 2006.

**APPROVAL JUSTIFICATION**

- a. Lowest bid received. Full Spectrum Analytics Inc. is the current provider of these services.
- b. The Purchasing Office concurs with the Austin Police Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.