

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

Agenda Number

53.

Meeting Date:

April 26, 2012

Department:

Purchasing

Subject

Authorize award and execution of a 12-month requirements supply contract with CAPITOL SCIENTIFIC, INC. for laboratory chemicals and supplies to be used in the operation of Austin Energy Lab Services in an estimated amount not to exceed \$40,000, with four 12-month extension options in an estimated amount not to exceed \$40,000 per extension option, for a total estimated contract amount not to exceed \$200,000.

Amount and Source of Funding

Funding in the amount of \$16,667 is available in the Fiscal Year 2011-2012 Operating Budget of Austin Energy. Funding for the remaining seven months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing
Language:

Lowest bid received.

Prior Council
Action:

For More
Information:

Dolores Castillo, Sr. Buyer/322-6466

Boards and
Commission
Action:

Recommended by the Electric Utility Commission.

Related Items:

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.

Additional Backup Information

This contract will provide a readily available supply of laboratory chemicals and supplies for Austin Energy Lab Services (AELS) for use in normal operations. Items on this contract include glass beakers, vials, caps, bottles, and syringes, and chemicals such as chloroform, chloride, and acetone. These items are used to perform tests for substances including polychlorinated biphenyls (PCBs), numerous metals, and various oil and greases as required by state and federal regulatory agencies. These tests support several AE units including Field Services by providing analysis for spill testing, the Power Plants by performing permit testing relating to their discharge effluent, and Environmental Services with special projects, as needed. The lab also runs lubrication oil preventive maintenance tests for Decker Creek Power Station and Sand Hill Energy Center.

MBE /WBE solicited: 1/2

MBE /WBE bid: 0/0

BID TABULATION

DKC0091

20 Line Items

<u>Vendor</u>	<u>Total Price</u>
Capitol Scientific Inc. Austin, TX	\$ 18,581.07
VWR International Suwanee, GA	\$ 23,427.19

The bid sheet included a list of the top 20 high volume line items to obtain comparison pricing in addition to requesting a discount from the vendor's published price list for additional items which may be required by the laboratory in the future, which in this case will be 22%. The solicitation stated that the contract would be awarded in an annual amount not to exceed \$40,000.

PRICE ANALYSIS

- a. Adequate competition.
- b. Eighty-two notices were sent including one MBE and two WBEs. Two bids were received, with no response from the MBE /WBEs.
- c. The pricing offered represents a 14% decrease from the last contract awarded in November 2008. This is due to lower shipping costs from local a supplier.

APPROVAL JUSTIFICATION

- a. Lowest bid. Capitol Scientific is not the current provider of these goods
- b. The Purchasing Office concurs with Austin Energy's recommended award.
- c. Advertised on the Internet.