



**Purchasing Supply Agreement  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 19  
AGENDA DATE: Thu 11/04/2004  
PAGE: 1 of 2**

**SUBJECT:** Authorize execution of 12-month supply agreement with VWR SCIENTIFIC PRODUCTS, Suwanee, GA, for laboratory chemicals for the Austin Water Utility in an amount not to exceed \$60,000, with two 12-month extension options in an amount not to exceed \$60,000 per extension option, for a total agreement amount not to exceed \$180,000.

**AMOUNT & SOURCE OF FUNDING:** Funding in the amount of \$55,000 is available in the Fiscal Year 2004-2005 Approved Operating Budget of the Austin Water Utility. Funding for the remaining month of the initial 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.

**REQUESTING** Purchasing **DIRECTOR'S**  
**DEPARTMENT:**for Austin Water Utility; **AUTHORIZATION:** Vickie Schubert

**FOR MORE INFORMATION CONTACT:** Stephen T. Aden, Supervising Senior Buyer, 974-2021.

**PRIOR COUNCIL ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** Lowest bid of four bids received.

**MBE / WBE:** This contract will be awarded in compliance with Chapter 2-9 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.

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This agreement is for the purchase of laboratory chemicals for the Austin Water Utility's Laboratory Services Division. The chemicals used in the water quality laboratories must meet quality standards prescribed by EPA - approved testing methodology. Laboratory chemicals are used to prepare reagents and standards of precise content and strength, which are in turn, used in the performance of chemical and biological testing of raw water, drinking water, sewage, treated sewage, sewage treatment by-products, as well as industrial and commercial sewage samples in compliance with local, state and federal mandates. The chemicals will be delivered to various laboratory sites by the vendor upon request by the laboratory.

MBE/WBE solicited: 3/0

MBE/WBE bid: 1/1



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**BID TABULATION**  
Laboratory Chemicals  
(\$60,000 estimated annual expenditures)  
(List of 20 Sample Items)  
IFB No. SA04100067

<b><u>VENDOR</u></b>	<b><u>TOTAL SAMPLE ITEMS</u></b>	<b><u>COST DISCOUNT</u></b>
VWR Scientific Products Suwanee, GA	\$2,884.24	12% - 89% Discount varies by product.
Fischer Scientific Houston, TX	\$3,052.90	19% - 69.7% Discount varies by product.
Fox Scientific, Inc. (MH) Alvarado, TX	\$4,101.28	0% - 40% Discount varies by product
Atlas Medical & Lab Supply (FB) Houston, TX	\$5,065.14	6% - 58% Discount varies by product

The dollar value of this contract was bid at \$60,000 and was evaluated on the total unit price of twenty items. A complete bid tabulation is available in the Purchasing Office.

**PRICE ANALYSIS**

- Adequate competition.
- Twenty notices were sent including three MBEs. There were no WBEs listed under the commodity. Seven bids were issued including one MBE and one WBE firm. Four bids were received with one MBE and one WBE responding.
- We are unable to make a price comparison from the previous contract because the sample items are different from this contract. The discount range however is the same as the previous contract awarded in October 2001.

**APPROVAL JUSTIFICATION**

- Low bidder
- The Austin Water Utility concurs with the recommended awardee.
- Advertised in the Austin American-Statesman and Internet.