



## Legislation Text

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**File #:** 24-2159, **Version:** 1

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**Department:** Purchasing

**Department Head/Elected Official:** DeWight Dopslauf

**Regular or Supplemental RCA:** Regular RCA

**Type of Request:** Contract - Award

**Project ID** (if applicable): 240026

**Vendor/Entity Legal Name** (if applicable): Taylor Distribution Group, LLC dba TDG Scientific

**MWDBE Contracted Goal** (if applicable): N/A

**MWDBE Current Participation** (if applicable): N/A

**Justification for 0% MWDBE Participation Goal:** 0% - Non-Divisible

**Request Summary (Agenda Caption):**

Request for approval of an award on the basis of lowest bid received and a modification of contract with Taylor Distribution Group, LLC dba TDG Scientific in the amount of \$66,178.50 for analytical balances for the Institute of Forensic Sciences (240026), Justification for 0% MWDBE Participation Goal: 0% - Non-Divisible.

**Background and Discussion:**

Harris County Institute of Forensic Sciences (HCIFS) is soliciting bids from qualified vendors for analytical balances for the Drug Chemistry Laboratory.

**Expected Impact:**

Award approval will allow the awarded vendor for this contract to provide analytical balances for HCIFS. HCIFS is currently replacing the existing analytical balances and this contract award will give HCIFS the equipment and needed to meet the processing demands and quality of service required by the department.

**Alternative Options:**

Alternative option would be to not approve the contract which would negatively impact current and future professional services for Harris County Institute of Forensic Sciences.

**Alignment with Goal(s):**

- ☒ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health
- ☐ Transportation
- ☐ Flooding

- \_ Environment  
\_ Governance and Customer Service

**Prior Court Action** (if any): N/A

Date	Agenda Item #	Action Taken

**Location:** N/A

Address (if applicable): N/A

Precinct(s): Choose an item.

Fiscal and Personnel Summary				
Service Name	Institute of Forensic Sciences			
	Current Fiscal Year Cost			Annual Fiscal Cost
	Labor	Non-Labor	Total	Recurring Expenses
<b>Funding Sources</b>				
<b>Existing Budget</b>				
Commercial Paper	\$	\$66,179	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Current Budget	\$	\$66,179	\$	\$
<b>Additional Budget Request</b> ( <i>Requires Fiscal Review Request Form</i> )				
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Additional Budget Request	\$	\$	\$	\$
<b>Total Funding Request</b>	\$	\$	\$	\$
<b>Personnel</b> (Fill out section only if requesting new PCNs)				
Current Position Count for Service	-	-	-	-
Additional Positions Request	-	-	-	-
<b>Total Personnel</b>	-	-	-	-

**Anticipated Court Date:** 4/23/2024

**Anticipated Implementation Date (if different from Court date):** 4/23/2024

**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item

**Contact(s) name, title, department:** Cristina Juarez, Manager, Department of Institute of Forensic Science,

Luke Herdrich, Senior Buyer, Purchasing

**Attachments** (if applicable): Letter