

Mayor and Council Communication

DATE: 04/08/25

M&C FILE NUMBER: M&C 25-0294

LOG NAME: 35LEEDS PRECISION FIREARMS COMPARISON MICROSCOPE

SUBJECT

(ALL) Authorize Execution of a Sole Source Agreement with Leeds Precision Instruments, Inc. for a Leeds LCF3 Firearms Comparison Microscope in the Amount of \$100,392.00 for the Police Department with Four One-Year Renewal Options

RECOMMENDATION:

It is recommended that the City Council authorize execution of a Sole Source Agreement with Leeds Precision Instruments, Inc. to purchase a Leeds LCF3 Firearms Comparison Microscope in the amount of \$100,392.00 for the Police Department with four one-year renewal options.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize execution of a Sole Source Agreement to purchase a new Leeds Precision Instruments, Inc. (Leeds) LCF3 Firearms Comparison Microscope for the Police Department Forensic Analysis Laboratory (Crime Lab).

The Crime Lab uses comparison microscopes for simultaneous examination of fired bullets and cartridge cases left at crime scenes to identify similarities or discrepancies between them. The comparison microscopes enable examiners to discern details and patterns that may otherwise go unnoticed and help establish connections between evidence and crime scenes. The examiner can compare an unknown cartridge case to a known cartridge case as a confirmatory test used in courts of law for criminal cases.

In 2005, the City purchased a Leica FS C Microscope; however, it has been out of service since January 2020. The Leica system is obsolete and parts are not readily available in the market for repairs. Since 2021, the Crime Lab backlog of firearms examination requests has steadily increased as shown in the table below.

Firearms Examination Backlog	
<i>Date</i>	<i>Number of cases</i>
January 2021	165
January 2022	253
January 2023	385
January 2024	514
January 2025	599

The purchase of the new Leeds LCF3 Firearms Comparison Microscope will allow Crime Lab Firearms examiners to reduce the backlog of firearms examination cases and includes a three-year, on-site warranty.

Funding is budgeted in the CCPD Capital Projects Fund for the Police Department for the purpose of funding the FY25 PD Forensic Equipment Rep project, as appropriated.

DVIN-BE: This project was approved for a waiver per the Chapter 252 exemption, as a sole source by the Legal Department. Therefore, the business equity goal requirement is not applicable.

ADMINISTRATIVE CHANGE ORDER: An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

AGREEMENT TERM: Upon City Council's approval, the term of the Agreement will become effective upon City Secretary Contract execution and expire twelve (12) months after.

RENEWAL OPTIONS: The Agreement may be renewed for up to four (4) one-year renewal terms, at the City's option. Renewals may be used for support maintenance after warranty expiration, equipment repair or replacement. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal period.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the CCPD Capital Projects Fund for the FY25 PD Forensic Equipment Rep project to support the approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the Police Department has the responsibility to validate the availability of funds.

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