

# Mayor and Council Communication

**DATE:** 08/23/22

**M&C FILE NUMBER:** M&C 22-0640

**LOG NAME:** 35POLICE ARMSTRONG FORENSIC LABORATORY CONTRACT INCREASE

## **SUBJECT**

(ALL) Authorize Amendment to Increase Annual Expenditures Under City Secretary Contract No. 52690 with Armstrong Forensic Laboratory, Inc. for Law Enforcement Lab Analysis of Controlled Substances to Increase the Annual Amount by \$55,000.00 for a New Total Contract Amount of \$155,000.00 and Authorize the Annual Renewal Option in an Amount Not to Exceed \$155,000.00

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## **RECOMMENDATION:**

It is recommended that the City Council:

1. Authorize an Amendment to City Secretary Contract No. 52690 with Armstrong Forensic Laboratory, Inc. for law enforcement lab analysis of controlled substances to increase the annual amount by \$55,000.00 for a new total of \$155,000.00; and
2. Authorize the annual renewal option with Armstrong Forensic Laboratory, Inc. in an amount not to exceed \$155,000.00.

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## **DISCUSSION:**

The purpose of this Mayor and Council Communication (M&C) is to authorize an amendment to increase the annual maximum expenditures under an existing City contract and to authorize the annual renewal options with an amount not to exceed \$155,000.00.

On August 26, 2019, City Manager executed a Vendor Service Agreement (City Secretary Contract No.52690) (CSC) with Armstrong Forensic Laboratory, Inc. for Law Enforcement Lab Analysis of Controlled Substances in the amount of \$25,000.00 per year. For Fiscal Year 2020, the maximum contract authority was increased to \$85,000.00. For Fiscal Year 2021, the maximum contract authority was increased to \$100,000.00. Lab Analysis of Controlled Substances is used to help the identification and the concentration of THC (tetrahydrocannabinol). When required, the vendor shall provide consultation and testimony services for the City of Fort Worth Police Department. Since 2019, hemp became legal and in order for the prosecutors to move forward with a case, the Lab has to demonstrate the percentage of THC present. The Police Department's Lab has the ability to quantify THC in plant material, but we do not have the ability to quantify THC in other substrates. The Police Department's Lab is currently in the process of finalizing our validation of THC quantification in non-plant material substrates.

Staff recommends amending CSC No. 52690 to increase the annual maximum expenditures under the agreement in the amount of \$55,000.00 for a total contract amount of \$155,000.00. The increase in contract authority will allow the Police Department to continue to pay for the costs associated with Police Purpose lab analysis of controlled substances.

A waiver of the goal for Business Equity subcontracting requirements was requested, and approved by the DVIN, in accordance with the applicable Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

The current renewal term is from September 1, 2021 to August 31, 2022. Upon the expiration of the renewal term, the City has three options to renew the agreement for additional one-year term.

Funding is budgeted in the Consultant and Other Professional Services account of the Police Forensics Division General Fund.

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## **FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the recommendations, funds are available in the current operating budget, as appropriated, of the General Fund and that, prior to an expenditure being made, the Police department has the responsibility to validate the availability of funds.

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