



# City Council Report

**Date:** December 3, 2018  
**To:** City Council  
**Through:** Michael Kennington, Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** 20-Month Term Contract for Reagents and Supplies for DNA Analysis for the Police Department **(Sole Source) (Citywide)**

## Recommendation

Council is requested to approve the award as recommended.

The Police Department and Purchasing recommend awarding the contract to the sole source vendor, QIAGEN, Inc. at \$150,000 annually with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

## Background / Discussion

In April 2009, Council approved the purchase of a QIAGEN QIAsymphony instrument for the Police Department's Forensic Services Division to analyze DNA cases. To complete DNA extractions, consumable kits and supplies are required for DNA analysts to process DNA samples quickly and efficiently.

QIAGEN provided a quote for various reagents and supplies used in the DNA analysis process analysis including products and related pricing valid from 9/1/2018 to 8/31/2020.

QIAGEN is the sole source manufacturer and distributor of all QIAGEN products in the USA and Canada.

## Purchase Information

Action: Award  
Procurement Type: Sole Source  
Contract Number: 2019072  
Local Consideration: Policy did not apply to this procurement method  
Contract Term: 1/1/2019 to 8/31/2020  
Possible Renewals: None  
Funding Source: Police Department operating budget