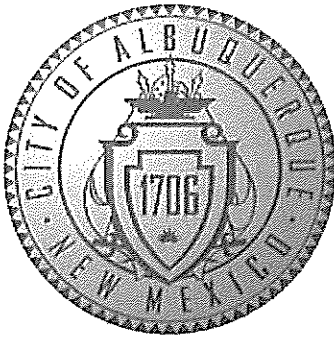


EC-23-287



**CITY OF ALBUQUERQUE**  
**Albuquerque, New Mexico**  
**Office of the Mayor**

Mayor Timothy M. Keller

**INTER-OFFICE MEMORANDUM**

March 20, 2023

**TO:** Pat Davis, President, City Council

**FROM:** Timothy M. Keller

A handwritten signature in black ink, appearing to be 'TK' or a stylized version of the name Timothy M. Keller.

**SUBJECT:** Mayor's Recommendation of Award (ROA) for RFP No. RFP-2023-367-POL-EV,  
"APD Forensic Biology Testing Services"

The City of Albuquerque's Police Department, Scientific Evidence Division in conjunction with the Department of Finance, Purchasing Division, issued the RFP for APD Forensic Biology Testing Services.

The RFP was posted on the Purchasing E-Procurement, Bonfire website on December 12, 2022 and advertised in the Albuquerque Journal on December 18, 2022.

The City received four (4) responses to this solicitation. The ad hoc evaluation committee evaluated and scored the proposals received in accordance with the evaluation criteria published in the RFP. After thoroughly reviewing and scoring the proposals, DNA Labs International earned the highest score of 749 points followed by Bode Cellmark Forensics, Inc. with a score of 742. The ad hoc committee found DNA Labs International and Bode Cellmark Forensics, Inc. to all be both responsive and qualified and recommends an award to DNA Labs International and Bode Cellmark Forensics, Inc.

I concur with this recommendation.

The Albuquerque Police Department, Scientific Evidence Division will manage this contract.

Date \_\_\_\_\_

# Cover Analysis

## **1. What is it?**

These are contracts that will allow the DNA Unit of the Albuquerque Police Department to outsource case work as needed to third party vendors.

## **2. What will this piece of legislation do?**

These contracts will provide an avenue to accomplish the outsourcing needs of the DNA Unit of the Albuquerque Police Department as deemed necessary, utilizing both local and federal fiscal pathways as available.

## **3. Why is this project needed?**

These contracts will be utilized to have testing not performed by the DNA Unit of the Albuquerque Police Department to be completed, such as forensic genetic genealogy. If the DNA Unit is in the position of acquiring a backlog, these contracts can be utilized to eliminate said backlog.

## **4. How much will it cost and what is the funding source?**

These contracts will each have a ceiling of \$300,000 over three years. Funding sources will be the active CEBR Grants (51\_22\_CEBR\_FY21 and 51\_23\_CEBR\_FY22), an upcoming CEBR Grant (Project Id – TBD), and a city account (Dept ID: 5129000; Account: 527500).

## **5. Is there a revenue source associated with this Plan? If so, what level of income is projected?**

No.

## FISCAL IMPACT ANALYSIS

TITLE: RFP - Crime Lab - DNA Outsourcing

R: O:  
FUND: 265

DEPT:

- ☒ No measurable fiscal impact is anticipated, i.e., no impact on fund balance over and above existing appropriations.
- ☐ (If Applicable) The estimated fiscal impact (defined as impact over and above existing appropriations) of this legislation is as follows:

	2023	Fiscal Years 2024	2025	Total
Base Salary/Wages				-
Fringe Benefits at	-	-	-	-
Subtotal Personnel	-	-	-	-
Operating Expenses	100,000	100,000	100,000	300,000
Property	-	-	-	-
Indirect Costs	-	-	-	-
Total Expenses	\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000
[X] Estimated revenues not affected				
[ ] Estimated revenue impact				
Revenue from program				0
Amount of Grant	100,000	100,000	100,000	300,000
City Cash Match				
City Inkind Match				
City IDOH	-	-	-	-
Total Revenue	\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000

These estimates do not include any adjustment for inflation.

\* Range if not easily quantifiable.

Number of Positions created

COMMENTS: The current CEBR grants, future CEBR grants, along with city funds will help fund these contracts.

COMMENTS ON NON-MONETARY IMPACTS TO COMMUNITY/CITY GOVERNMENT:

PREPARED BY:

DocuSigned by:  
*Bridgette Long*  
FISCAL ANALYST

APPROVED:

DocuSigned by:  
*Michael Miller* 3/28/2023 | 4:28 PM MDT  
DIRECTOR (date)

REVIEWED BY:

DocuSigned by:  
*Emma Romero*  
EXECUTIVE BUDGET ANALYST

DocuSigned by:  
*Lawrence L. Davis* 3/28/2023 | 1:32 PM MDT  
BUDGET OFFICER (date)

DocuSigned by:  
*Christine Boerner*  
CITY ECONOMIST



City of Albuquerque  
Department of Finance and Administrative Services

Timothy M. Keller, Mayor

Interoffice Memorandum

Date 2/22/2023 | 7:24 PM MST

**TO:** Lawrence Rael, Chief Administrative Officer

**FROM:** Chief Harold Medina, Chief of Police

**SUBJECT:** **Recommendation of Award –**  
RFP Number: RFP-2023-367-POL-EV  
RFP Name: APD Forensic Biology Testing Services

DS  
*Harold Medina*

The Department of Finance and Administrative Services, Purchasing Division, issued the subject solicitation in conjunction with the Albuquerque Police Department for Forensic Biology Testing Services.

The solicitation was posted on the Purchasing website and advertised in the Albuquerque Journal. The number of responses received for evaluation were four (4).

The Ad Hoc Evaluation Committee evaluated and scored the responses in accordance with the evaluation criteria published in the RFP and recommends award of contract to DNA Labs International and Bode Cellmark Forensics, Inc.

I concur with this recommendation. Listed below are the composite scores for the top three responses received:

COMPANY NAME	SCORE
DNA Labs International	749
Bode Cellmark Forensics, Inc.	742
DNA Solutions	583

The Department that will be managing this contract is Albuquerque Police Department, Crimelab Division.

Approved:  
Digitally signed by:  
*Lawrence Rael*  
B2029FDF78E649F...  
Lawrence Rael (Date)  
Chief Administrative Officer

2/28/2023 | 9:59 AM MST

Attachment: Scoring Summary



# RFP-2023-367-POL-EV - APD Forensic Biology Testing Services

## Scoring Summary

### Active Submissions

	Total	A-1 - Proposer Qualifications	A-2 - Proposed Staff Qualifications	A-3 - Approach and Quality of Response Submission	B-1 - Cost Proposal
Supplier	/ 1,000.00 pts	/ 200 pts	/ 200 pts	/ 400 pts	/ 200 pts
DNA Labs International	749	185	190	351	23
Bode Cellmark Forensics, Inc.	742	180	183	351	28
DNA Solutions	583	126	146	254	57
Parabon NanoLabs, Inc.	483	74	79	130	200