

**AGENDA**



**Recommendation for Council Action (Purchasing)**

<b>Austin City Council</b>	<b>Item ID:</b>	22216	<b>Agenda Number</b>	22.
<b>Meeting Date:</b>	March 7, 2013			
<b>Department:</b>	Purchasing			

**Subject**

Authorize award and execution of a 36-month requirements service contract with MIDSTATE ENVIRONMENTAL SERVICES, to provide maintenance and repairs for Parts Washer machines for the Fleet Services Department in an estimated amount not to exceed \$163,669, with three 12-month extension options in an estimated amount not to exceed \$77,698 for the first extension option, \$93,237 for the second extension option, and \$111,885 for the third extension option for a total estimated contract amount not to exceed \$446,489.

**Amount and Source of Funding**

Funding in the amount of \$22,482 is available in the Fiscal Year 2012-2013 Operating Budget of the Fleet Services Department. Funding for the remaining 30 months of the original contract period and extension options is contingent upon available funding in future budgets.

**Fiscal Note**

There is no unanticipated fiscal impact. A fiscal note is not required.

<b>Purchasing Language:</b>	Best evaluated bid received.
<b>Prior Council Action:</b>	
<b>For More Information:</b>	Colleen Athey, Senior Buyer, 974-2938
<b>Boards and Commission Action:</b>	
<b>Related Items:</b>	
<b>MBE / WBE:</b>	This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

**Additional Backup Information**

This contract will establish a reliable source for preventative maintenance and repair services for parts washing machines used at each of the City's Fleet service centers and one unit for Austin Water Utility.

Additionally, this Contract will include training for service center technicians on the proper care and operation of the machines. Preventative maintenance of the parts washing machines will be performed on a monthly basis and the repair services will be on an as-needed basis.

In order to determine the best-value to the City, evaluation criteria included hourly labor rate for repairs, flat fee for preventative maintenance, flat fee for training, specified replacement parts and material, and local presence.

MBE/WBE solicited: 4/2

MBE/WBE bid: 0/0

**BID TABULATION**  
IFB-BV No. CE A0021  
MAINTENANCE AND REPAIR FOR PARTS WASHER MACHINES  
(9 line items)

<b><u>Vendor</u></b>	<b><u>Total Price</u></b>
Midstate Environmental Services Corpus Christi, TX	\$44,964.00
Zep Sales and Service Atlanta, GA	*

\*Zep Sales and Service was considered non-responsive since it did not submit the required pricing information and took exceptions to the bid requirements.

A copy of the complete bid tabulation is on file in the Purchasing Office and is on the City of Austin, FASD Purchasing Office website.

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Forty seven notices were sent, including 4 MBEs and 2 WBEs. Two bids were received. The MBE/WBEs did not respond.
- c. This is the first contract of its type; therefore, there is no pricing history available.

**APPROVAL JUSTIFICATION**

- a. Best evaluated bid of 2 bids received.
- b. The Purchasing Office concurs with the Fleet Services Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.