

AGENDA



Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

24901

Agenda Number

<ITEM_OUTLINE>

Meeting Date:

June 20, 2013

Department:

Purchasing

Subject

Authorize award and execution of a 36-month requirements service agreement with ONE TOUCH POINT GINNY'S for flat sheet printing services for the Austin Resource Recovery Department in an amount not to exceed \$909,000, with three 12-month extension options in an amount not to exceed \$303,000 per extension option, for a total contract amount not to exceed \$1,818,000.

Amount and Source of Funding

Funding in the amount of \$101,000 is available in the Fiscal Year 2012-2013 Operating Budget of the Austin Resource Recovery Department (ARR). Funding for the remaining 32 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.

Purchasing Language:

Best evaluated bid received.

Prior Council Action:

For More Information:

Steve Cocke, Buyer II, 974-2003.

Boards and Commission Action:

June 12, 2013- To be reviewed by the Zero Waste Advisory Commission.

MBE / WBE:

This contract will be awarded in compliance with City Code Chapter 2-9D (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

Related Items:

Additional Backup Information

This contract will provide flat sheet printing services for the Austin Resource Recovery Department (ARR). Services will include black and white and color copying (printing), file processing (set-up) and bulk mail preparation including delivery to the Post Office. The contractor will complete each project and deliver the finished product to ARR within a mutually agreed upon timeframe. Projects requiring completion within 48 hours will be considered "Rush" projects and will be subject to a \$25 additional flat fee. The contract will require the use of paper having 100 percent (100%) recycled content of which at least 40 percent (40%) is made from post-consumer recycled material and Forest Stewardship Council (FSC) certification. This contract will include pricing for bulk mail preparation and requirements for recycled content paper not included in the existing City-wide Flat Sheet printing contracts.

MBE/WBE solicited: 9/18

MBE/WBE bid: 0/0

BID TABULATION
IFBBV SDC0183
FLAT SHEET PRINTING SERVICES
(47 Line Items)

VENDOR

Average Print Cost Per Sheet

**One Touch Point Ginny's
Austin, TX**

\$0.085

Note: An invitation for bid best value method was used for this solicitation. Award was based on evaluation criteria including cost, experience, samples, recycling content of paper being proposed, and local presence. A copy of the bid tabulation and Evaluation Matrix is on file in the Purchasing Office and is on the City of Austin, FASD Purchasing Office website.

PRICE ANALYSIS

- a. Adequate competition
- b. Four hundred sixty one notices were sent, including nine MBE and eighteen WBE firms. Single bid received, with no responses from the MBE/WBEs.
- c. The pricing offered represents a 12% increase to the lowest priced City-wide Flat Sheet Printing contract awarded in February 2010. The City-wide contract does not include mail preparations.

APPROVAL JUSTIFICATION

- a. The recommended bidder submitted the only total price offer for the Invitation for Bid Best Value.
- b. The Purchasing Office concurs with Austin Resource Recovery Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.