

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

32089

Agenda Number

25.

Meeting Date:

May 1, 2014

Department:

Purchasing

Subject

Authorize award and execution of a 36-month requirements supply agreement with C SPECIALTIES, INC., to provide cardboard pet carriers for the Animal Services Department, in an amount not to exceed \$45,375, with three 12-month extension options in an amount not to exceed \$15,125 for each extension option, for a total contract amount not to exceed \$90,750.

Amount and Source of Funding

Funding in the amount of \$6,302 is available in the Fiscal Year 2014-2015 Operating Budget of the Animal Services Department. Funding for the remaining 31 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:

Lowest bid received.

Prior Council
Action:For More
Information:

Erin D'Vincent, Senior Buyer, 512-972-4017

Boards and
Commission
Action:

Related Items:

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.

Additional Backup Information

The contract is to provide cardboard pet carriers for the Animal Services Department. The cardboard pet carriers are used to safely transport animals by hand and in vehicles. These carriers will be used for adoption events, for foster care providers, by pet rescue groups, and for staff throughout the day at the Animal Center.

MBE/WBE solicited: 0/0

MBE/WBE bid: 0/0

BID TABULATION

IFB No. NKA0003
Cardboard Pet Carriers
1 line item

<u>Vendor</u>	<u>Total Price</u>
C Specialties, Inc. Indianapolis, IN	\$15,125
Legend + White Animal Health Corp. Madison, WI	\$21,375

A copy of 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. Eighteen notices were sent. No MBEs or WBEs are currently registered for this commodity code. Two bids were received.
- c. The pricing offered represents a 5.21% increase from the contract award in March 2008.

APPROVAL JUSTIFICATION

- a. Lowest bid received. C. Specialties, Inc. is the current provider of these goods.
- b. The Purchasing Office concurs with the Animal Services Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.