

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

66120

Agenda Number

31.

Meeting Date:

January 26, 2017

Department:

Purchasing

Subject

Authorize award and execution of a 36-month contract with GREENWICH, INC. DBA COMMERCIAL KITCHEN PARTS & SERVICE, to provide kitchen equipment maintenance and repair services in an estimated amount of \$846,759, with three 12-month extension options in an estimated amount of \$282,253 per extension option, for a total contract amount not to exceed \$1,693,518.

Amount and Source of Funding

Funding in the amount of \$150,200 is available in the Fiscal Year 2016-2017 Operating Budget of the Austin Convention Center. Funding in the amount of \$15,405 is available in the Fiscal Year 2016-2017 Operating Budget of the Austin Fire Department. Funding in the amount of \$23,298 is available in the Fiscal Year 2016-2017 Operating Budget of the Building Services Department. Funding in the amount of \$23,108 is available in the Fiscal Year 2016-2017 Operating Budget of the Parks and Recreation Department. Funding in the amount of \$5,396 is available in the Fiscal Year 2016-2017 Operating Budget of the Austin Police Department. Funding for the remaining 23-months of the original contract period and extension options are contingent upon available funding in future budgets.

Fiscal Note

A fiscal note is not required.

Purchasing Language:

The Purchasing Office issued Invitation for Bids (IFB) CRR0209 for these services on August 29, 2016 and it closed on September 27, 2016 with one offer received. The recommended offer is the sole offer submitted by a responsible offeror. Additional information on the solicitation is included below the line. The recommended offeror is the current provider for these services.

Prior Council Action:



For More Information:

Claudia Rodriquez, Senior Buyer, 512-974-3092

Boards and Commission Action:



Related Items:

MBE / WBE:	This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were an insufficient number of certified M/WBEs; therefore, no subcontracting goals were established.
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Additional Backup Information

The contract will establish a reliable source for preventative maintenance and repair services for various types of kitchen equipment managed by the Austin Convention Center Department (ACCD), the Austin Fire Department (AFD), the Austin Police Department (APD), the Parks and Recreation Department (PARC), and the Building Services Department (BSD). The types of equipment that will be serviced under this contract include broilers, food warmers, food processors, coffee makers, coolers, refrigerators, freezers, deep fryers, ovens, ice machines, stoves, and steamers. The kitchen equipment is used in the preparation of food for different events hosted by ACCD, kitchen equipment housed in AFD fire stations, and throughout various City facilities managed by BSD.

The Contractor will provide preventative maintenance services to be performed on a monthly basis in order to extend the life of the equipment, maximize equipment efficiency, and to help reduce the need for repairs. Also, the Contractor will provide repair services to be performed on an as-needed basis to address unexpected or pending equipment breakdowns.

The current contract for these services will expire on February 18, 2017. If the City is unable to secure this contract, the departments will be unable to properly maintain and repair City-owned kitchen equipment.

BID TABULATION

IFB CRR0209

Kitchen Equipment Services
7 line items

Vendor Name

Greenwich, Inc. DBA Commercial Kitchen Parts & Services

Bid Total

\$282,253

A complete solicitation package, including a bid tabulation, is on file in the City's Purchasing Office and is available on the City's Financial Services Austin Finance Online website. Link: [Solicitation Documents](#)

GREENWICH, INC. DBA COMMERCIAL KITCHEN PARTS & SERVICE				
	# months	Contract Amount	Contract Amendment	Revised Amount
Original Term	36	\$ 846,759	n/a	n/a
Extension Option 1	12	\$ 282,253	n/a	n/a
Extension Option 2	12	\$ 282,253	n/a	n/a
Extension Option 3	12	\$ 282,253	n/a	n/a
TOTAL	72	\$ 1,693,518	\$ -	\$ -