

AGENDA



Recommendation for Council Action

AUSTIN CITY COUNCIL

Regular Meeting: October 4, 2018

Item Number: **022**

Purchasing Office

Authorize award and execution of a multi-term contract with On Site Auto Trim, Inc. D/B/A Austin Interiors, to provide vehicle and equipment upholstery services with associated parts, for up to five years for a total contract amount not to exceed \$351,000. (Note: 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 goods and services required for this solicitation, there was an insufficient availability of certified M/WBEs; therefore, no subcontracting goals were established).

Lead Department	Purchasing Office.
Fiscal Note	Funding in the amount of \$70,200 is available in the Fiscal Year 2018-2019 Operating Budget of Fleet Services. Funding for the remaining contract term is contingent upon available funding in future budgets.
Purchasing Language	The Purchasing Office issued an Invitation for Bids (IFB) 7800 ELL0056REBID for these goods and services. The solicitation issued on March 19, 2018 and it closed on April 12, 2018. The recommended contractor submitted the only responsive offer. A complete solicitation package, including a tabulation of the bid received, is available for viewing on the City’s Financial Services website, Austin Finance Online. Link: Solicitation Documents .
For More Information	Inquiries should be directed to the City Manager’s Agenda Office, at 512-974-2991 or AgendaOffice@austintexas.gov <mailto:AgendaOffice@austintexas.gov> NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation’s Authorized Contact Person: Michelle Pearson, at 512-974-2023 or

	Michelle.Pearson@austintexas.gov <mailto:Michelle.Pearson@austintexas.gov> .
Client Department(s)	Fleet Services.

Additional Backup Information:

The contract is for upholstery repair services for City vehicles and equipment. This contract is necessary to provide the Fleet Service Centers with a reliable and continuous source of upholstery repair services including seat and backrest repair and replacement, headliner replacement, spring replacement and frame welding.

This contract will replace an existing contract which will expire October 8, 2018. The requested authorization amount for this contract was determined using departmental estimates based on historical spend and will allow for a small annual increase for unforeseen upholstery repair services. The recommended contractor is the current provider of these services.

Contract Detail:

Contract Term	Length	Contract of Term Authorization
Initial Term	2 yrs.	\$140,400
Optional Extension 1	1 yr.	\$ 70,200
Optional Extension 2	1 yr.	\$ 70,200
Optional Extension 3	1 yr.	\$ 70,200
TOTAL	5 yrs.	\$351,000

Note:Contract Authorization amounts are based on the City's estimated annual usage.