



Water & Wastewater Commission Review and Recommendation

Commission Meeting Date:	November 14, 2018
Council Meeting Date:	December 13, 2018
Department:	Purchasing
Client:	Danielle Lord and David Anders
Agenda Item	
Authorize award and execution of a multi-term contract with Ferguson Facilities Supply , to provide janitorial supplies and inventory services, for up to five years for a total contract amount not to exceed \$9,500,000. This is a multi-department contract. Austin Water's requested authorization is \$410,000.	
Amount and Source of Funding	
Funding in the amount of \$82,000 is available in the Fiscal Year 2018-2019 Operating Budget of Austin Water. 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) 7400 LNH0222REBID for these goods. The solicitation issued on June 4, 2018 and it closed on June 28, 2018. Of the 12 of offers received, the recommended contractor submitted the lowest responsive offer.
Prior Council Action:	N/A
Boards and Commission Action:	November 14, 2018 – To be reviewed by the Water and Wastewater Commission.
MBE/WBE:	This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods required for this solicitation, there were no subcontracting opportunities, therefore, no subcontracting goals were established.

The contract will provide janitorial supplies for multiple City departments. Janitorial supplies include, but not limited to, all paper supplies, cleaners, mops, absorbents, hand sanitizers, trash liners, floor cleaners, disinfectants, and soaps. These janitorial supplies are required for general cleaning of City facilities such as restrooms and tile floors. The contract will ensure janitorial supplies are available as needed for the maintenance requirements throughout the City.

The Office of Sustainability reviewed the scope and provided recommendations for incorporating language for sustainable products into the specifications. For compliance with the City's sustainability initiative, pricing for environmentally sensitive cleaning supplies in compliance with the U. S. Environmental Protection Agency guidelines was requested and the recommended Contractor included pricing for several such items.

This contract will replace the current contract which expires February 15, 2019. The requested authorization amounts for the contract were determined using departmental estimates and historical spending. If the City is unable to secure a contract, the departments will be forced to procure janitorial supplies on an as needed basis, which may result in higher prices. The recommended contractor is not the current provider for these goods.

Contract Detail:

Contract Term	Length of Term	Contract Authorization
Initial Term	3 Years	\$5,700,000
Optional Extension 1	1 Year	\$1,900,000
Optional Extension 2	1 Year	\$1,900,000
TOTAL	5 Years	\$9,500,000

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

BID TABULATION

to provide janitorial supplies – **Ferguson Facilities Supply**

<i>VENDOR</i>	<i>TOTAL BID</i>
<i>* Ferguson Facilities Supply</i>	\$6,768,274.90
<i>** Pro Serve Enterprise, Inc.</i>	\$6,055,502.80
<i>** Interline Brands, Inc. DBA Supply Works</i>	\$9,111,436.60
<i>Performance Safety Group (primary bid)</i>	\$84,875.00
<i>Performance Safety Group (alternate bid)</i>	\$105,878.50
<i>All American Poly</i>	\$1,033,186.00
<i>Con Serv Flag Company</i>	\$1,072,714.50
<i>Group GTE</i>	\$2,656,716.50
<i>Central Poly-Bag Corp.</i>	\$3,414,366.00
<i>Smith Supply Co., LLC</i>	\$4,564,474.50
<i>Safeway Supply Company</i>	\$6,018,952.70
<i>Gulf Coast Paper Company</i>	\$7,350,092.60

* Bid all 108 line items and met specifications

** Bid all 108 line items but did not meet specifications on all items

PRICE ANALYSIS

- a) Note: Award of contract is recommended based on low bidder meeting the requirements of the solicitation.
- b) Solicitations: 535 notices were sent, including 15 MBE and 15 WBE firms, 12 bids were received with no M/WBE firms responding.
- c) Quantities were determined based on past expenditures and estimated future need.
- d) Price Analysis: New prices increased over current prices by 8%. The Producer Price Index shows a 10% increase since the last contract was awarded in 2012.

APPROVAL JUSTIFICATION

- a) Austin Water concurs with Central Purchasing recommended award.