

## AGENDA



## Recommendation for Council Action

## AUSTIN CITY COUNCIL

Regular Meeting: December 13, 2018

Item Number: 025

## Purchasing Office

Authorize negotiation and execution of a cooperative contract with United Parcel Service D/B/A UPS, for shipping services, for up to 39 months in an amount not to exceed \$309,000. (Note: This procurement 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 procurement, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

<b>Lead Department</b>	Purchasing Office.
<b>Fiscal Note</b>	Funding in the amount of \$79,167 is available in the Fiscal Year 2018-2019 Operating Budget of various City departments. Funding for the remaining contract term is contingent upon available funding in future budgets.
<b>Purchasing Language</b>	Multiple cooperative purchase programs were reviewed for these services. The Purchasing Office has determined this contractor best meets the needs of the departments to provide the services required at the best value for the City.
<b>For More Information</b>	Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or <a href="mailto:AgendaOffice@austintexas.gov">AgendaOffice@austintexas.gov</a> or to the buyer, Claudia Rodriquez, at 512-974-2959 or <a href="mailto:ClaudiaR.Rodriquez@austintexas.gov">ClaudiaR.Rodriquez@austintexas.gov</a> .
<b>Council Committee, Boards and Commission Action</b>	November 14, 2018 - Unanimously recommended by the Water and Wastewater Commission on a 10-0 vote, with Commissioner Michel absent.

<b>Client Department(s)</b>	All City departments.

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**Additional Backup Information:**

The contract will provide all City departments delivery services such as overnight, second day, and ground shipping from United Parcel Service D/B/A UPS, through the Sourcewell Cooperative. Services are at fixed prices determined by weight and package destination. The contractor will pick up from city facilities on a set schedule, or on an as-needed basis for departments to ship letters, packages, tubes, and other items as required to conduct business.

The current contract will expire on February 28, 2019. The requested authorization amounts were determined based on departmental historical spend and future estimates. The recommended contractor is not the current provider of these services.

The Sourcewell Cooperative establishes competitively bid contracts that can be utilized by other government agencies through a cooperative agreement. Cooperative agreements save taxpayer dollars by leveraging volume-buying power to drive down costs on hundreds of contracts through a streamlined cooperative purchasing program