



Recommendation for Action

File #: 19-1801, **Agenda Item #:** 21.

6/6/2019

Posting Language

Authorize negotiation and execution of a multi-term contract with AHW Consulting LLC, D/B/A Healthworks Ergonomics (WBE), to provide ergonomic consulting services, for up to five years for a total contract amount not to exceed \$1,101,500.

(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 services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

Lead Department

Purchasing Office.

Client Department(s)

Austin Energy.

Fiscal Note

Funding in the amount of \$111,900 is available in the Fiscal Year 2018-2019 Operating Budget of Austin Energy. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

The Purchasing Office issued a Request for Proposals (RFP) 1100 EAL3001 for these services. The solicitation issued on November 12, 2018 and it closed on December 11, 2018. Of the four offers received, the recommended contractor submitted the best evaluated responsive offer. A complete solicitation package, including a log of offers received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: [Solicitation Documents](https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=126373)
<https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=126373>.

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: Liz Lock, at 512-322-6251 or Liz.Lock@austinenergy.com <<mailto:Liz.Lock@austinenergy.com>>.

Council Committee, Boards and Commission Action:

May 13, 2019 - Not recommended by the Electric Utility Commission on an 4-4 vote, with Commissioner Boyle, Funkhouser, Osborne and Tuttle voting against, Commissioner Weldon off the dais and Commissioners Hadden and Stone absent.

Additional Backup Information:

The contract will provide ergonomic assessments and recommendations for improvement to Austin Energy's ergonomic program. The contractor will provide written assessments of the current program, provide recommendations based on findings, and identify high-risk job tasks which require more aggressive management, perform one-on-one assessments available to employees at 24 locations, provide training classes, recommendations for communications with staff, and provide ongoing ergonomic consulting services. With an improved ergonomic program in place, the goal is to reduce employee injuries in the field as well as in an office environment.

This is a new contract. An evaluation team with expertise in this area evaluated the offers and scored AHW Consulting LLC, D/B/A Healthworks Ergonomics as the best evaluated responsive offeror to provide these services based on concept and solution, price, work plan, experience and personnel, local business presence, and service-disabled veteran business enterprise.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	2 yrs.	\$ 640,950
Optional Extension 1	1 yr.	\$ 220,230
Optional Extension 2	1 yr.	\$ 139,250
Optional Extension 3	1 yr.	\$ 101,070
TOTAL	5 yrs.	\$1,101,500

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