



Recommendation for Action

File #: 19-2473, **Agenda Item #:** 59.

8/8/2019

Posting Language

Authorize award of a multi-term contract with Boss Systems LLC D/B/A Hood Boss, for kitchen hood cleaning services, for up to five years for a total contract amount not to exceed \$326,875.

(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 Convention Center Department; Austin Fire Department; Building Services Department.

Fiscal Note

Funding in the amount of \$11,000 is available in the Fiscal Year 2018-2019 Operating Budgets of various City Departments. 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) 8200 SSC1005 for these services. The solicitation issued on April 15, 2019 and it closed on May 7, 2019. Of the two offers received, the recommended contractor submitted the lowest responsive offer. A complete solicitation package, including a tabulation for the bids 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=130204.

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: Sydney Ceder, at 512-974-2225 or Sydney.Ceder@austintexas.gov <<mailto:Sydney.Ceder@austintexas.gov>>.

Additional Backup Information:

The contract is for kitchen hood cleaning services on an as-needed basis at various City facilities including the Austin Convention Center, Palmer Events center, and 46 Austin Fire Department locations. Kitchen hoods have the potential to become a fire hazard if grease and oil are not cleaned out regularly. Over time, grease and grime deposits can coagulate and turn into an extremely flammable glue-like substance inside the kitchen hood system that, with enough heat, can potentially ignite. This contract will ensure the kitchen hoods are in

compliance with local and national fire codes.

The current contract for these services expires August 13, 2019. The requested authorization amount for this contract was determined using departments annual estimates and historical spend.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	2 yrs.	\$130,750
Optional Extension 1	1 yr.	\$ 65,375
Optional Extension 2	1 yr.	\$ 65,375
Optional Extension 3	1 yr.	\$ 65,375
TOTAL	5 yrs.	\$326,875

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