



## Recommendation for Action

**File #:** 19-3293, **Agenda Item #:** 30.

11/14/2019

### **Posting Language**

Authorize negotiation and execution of a multi-term contract with Great Western Managed Services Corporation, or one of the other qualified offerors to Request For Proposals 1100 JMF3001REBID, to provide grounds maintenance services for Austin Energy substations and adjacent areas, for up to five years for a total contract amount not to exceed \$600,000.

(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 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 \$110,000 is available in the Fiscal Year 2019-2020 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 JMF3001REBID for these services. The solicitation issued on June 3, 2019 and it closed on June 20, 2019. Of the six 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=130965)  
<[https://www.austintexas.gov/financeonline/account\\_services/solicitation/solicitation\\_details.cfm?sid=130965](https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=130965)>.

### **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) <<mailto:AgendaOffice@austintexas.gov>>

NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Julia Finn, at 512-322-6060 or [Julia.Finn@austintexas.gov](mailto:Julia.Finn@austintexas.gov) <<mailto:Julia.Finn@austintexas.gov>>.

### **Council Committee, Boards and Commission Action:**

October 14, 2019 - Recommended unanimously by the Electric Utility Commission on an 8-0 vote, with Commissioners Collier-Brown, Funkhouser and Hopkins absent.

### **Additional Backup Information:**

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The contract will provide grounds maintenance services for over 60 locations within the Austin Energy service area. Services include commercial mowing, trimming, edging, and irrigation inspection and repair to ensure appropriate lawn care management and code compliance. The contractor will provide and maintain all equipment necessary for proper maintenance at each location.

This contract will replace a contract expiring November 23, 2019. The recommended contractor is not the current provider for these services. The recommended contractor is certified by the City as a women-owned business enterprise (WBE).

An evaluation team with expertise in this area evaluated the offers and scored Great Western Managed Services Corporation as the best to provide these services based on prior experience and personnel, equipment and facilities, price, local business preference, and service-disabled veteran business enterprise.

This request allows for the development of a contract with a qualified offeror selected by Council. If the City is unsuccessful in negotiating a satisfactory contract with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that another qualified offeror may be selected, authorizing new contract negotiations.

**Contract Detail:**

<b><u>Contract Term</u></b>	<b><u>Length of Term</u></b>	<b><u>Contract Authorization</u></b>
Initial Term	1 yr.	\$120,000
Optional Extension 1	1 yr.	\$120,000
Optional Extension 2	1 yr.	\$120,000
Optional Extension 3	1 yr.	\$120,000
Optional Extension 4	1 yr.	\$120,000
<b>TOTAL</b>	<b>5 yrs.</b>	<b>\$600,000</b>

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