



Recommendation for Action

File #: 20-2690, **Agenda Item #:** 13.

9/3/2020

Posting Language

Authorize award of a multi-term contract with Mobile Mini, Inc., to provide rental and purchase of onsite storage and office units and related services, for up to five years for a total contract amount not to exceed \$1,267,500.

(Note: 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 and 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; Austin Police Department; Austin Water; Aviation; Building Services Department; Parks and Recreation Department.

Fiscal Note

Funding in the amount of \$21,125 is available in the Fiscal Year 2019-2020 Operating Budget 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) 8600 SBR1005REBID for these goods and services. The solicitation issued on April 20, 2020 and it closed on June 9, 2020. Of the two responses received, the recommended contractor submitted the only responsive offer. A complete solicitation package, including a tabulation of 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=134362)
<https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=134362>.

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: Sarah Ramos, at 512-974-2554 or sarah.ramos@austintexas.gov <<mailto:sarah.ramos@austintexas.gov>>.

Council Committee, Boards and Commission Action:

August 21, 2020 - Recommended by the Water and Wastewater Commission on a 7-0 vote, with Commissioners Moriarty, Castleberry and Williams absent.

Additional Backup Information:

The contract will provide for the rental or purchase of onsite storage and office units to be used by various

departments. Onsite storage and mobile office units provide departments with options for the safe storage of supplies and equipment at the City's facility and the mobilization of staff to manage events and activities when needed. The contractor will supply all the necessary equipment, labor and material needed for the delivery, installation and retrieval of the units.

The prior contract expired on August 25, 2020. The recommended contractor is the previous provider for these goods and services. The requested authorization amount was determined using departments annual requirements and historical spend.

If the City is unable to secure a contract, the departments will be required to secure these goods and services by making spot purchases which may result in higher prices.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	3 yrs.	\$ 760,500
Optional Extension 1	1 yr.	\$ 253,500
Optional Extension 2	1 yr.	\$ 253,500
TOTALS	5 yrs.	\$1,267,500

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

Strategic Outcome(s):

Health and Environment.