



**Water & Wastewater Commission  
Review and Recommendation**

<b>Commission Meeting Date:</b>	November 17, 2020	<b>COA Strategic Direction:</b>	Safety, Health and Environment
<b>Council Meeting Date:</b>	December 3, 2020		
<b>Department:</b>	Purchasing		
<b>Client:</b>	Jermain DeFreeze, Anna Bryan-Borja, Danielle Lord		
<b>Agenda Item</b>			
<p>Recommend approval to negotiate and execute five multi-term contracts to provide roofing maintenance, repairs, and supplies, with RYCARS Construction LLC (MBE); Canalco, Inc. (MBE); LD Tebben Company Inc.; Tecta America Austin LLC; and Empire Roofing Companies Inc.; each for up to five years for total contract amounts not to exceed \$24,524,000, divided among the contractors. Austin Water’s requested authorization is \$8,524,000.</p>			
<b>Amount and Source of Funding</b>			
<p>Funding in the amount of \$227,223 is available in the Fiscal Year 2020-2021 Operating Budget of Austin Water. Funding in the amount of \$1,161,667 is available in the Fiscal Year 2020-2021 Capital Budget of Austin Water. Funding for the remaining contract terms are contingent upon available funding in future budgets.</p>			
<b>Purchasing Language:</b>	<p>The Purchasing Office issued a Request for Proposals (RFP) 7500 CRR3010 for these services. The solicitation issued on July 20, 2020 and it closed on August 25, 2020. Of the 10 offers received, the recommended contractors submitted the best evaluated responsive offers. 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: <a href="#">Solicitation Documents</a>.</p>		
<b>Prior Council Action:</b>	N/A		
<b>Boards and Commission Action:</b>	<p>November 9, 2020 – To be reviewed by the Electric Utility Commission. November 17, 2020 – To be reviewed by the Water and Wastewater Commission.</p>		
<b>MBE/WBE:</b>	<p>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. However, two of the recommended contractors identified subcontracting opportunities.</p>		

These contracts will provide roofing services for City-owned facilities. The contractors will perform routine inspections and preventive maintenance services on a semi-annual basis at requested locations, with general and emergency repair services performed on an as-needed basis. These services help to prevent premature roof failure and extend the life of existing roofs on City facilities. The contracts support all City departments and over 300 City-owned facilities, therefore multiple contractors are being recommended for award in order to respond to a high volume of services and roofing emergencies that may arise throughout the contract term.

These contracts will replace the current contract, which expires on March 11, 2021. Empire Roofing, one of the recommended contractors is the current provider for these services. RYCARS Construction LLC and Canalco, Inc. are both certified minority-owned business enterprises (MBEs), with the City's Small and Minority Business Resources Department. The requested authorization amounts for the contracts were determined using departmental estimates for planned projects and historical spend, which includes a small annual increase from the current contract in additional preventative maintenance services to accommodate for anticipated work for aging roofs.

An evaluation team with expertise in this area evaluated the offers and scored the recommended contractors as the best to provide these services based on overall experience and qualifications, technical program, proposed solutions and business continuity, price, local preference and service disabled veteran's business enterprise.

If these contracts are not secured, the City will have to perform repetitive spot purchases which increase administrative costs and time needed to make repairs to roofs at City facilities.

**Contract Detail:**

<b><u>Contract Term</u></b>	<b><u>Length of Term</u></b>	<b><u>Contract Authorization</u></b>
Initial Term	3 yrs.	\$ 15,780,000
Optional Extension 1	1 yr.	\$ 4,110,000
Optional Extension 2	1 yr.	\$ 4,634,000
<b>TOTAL</b>	<b>5 yrs.</b>	<b>\$ 24,524,000</b>

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