



Recommendation for Action

File #: 22-2449, **Agenda Item #:** 180.

7/28/2022

Posting Language

Authorize negotiation and execution of a contract with Woollard Nichols and Associates (WBE) to provide consultant services for the development of a five-year comprehensive food plan, for a term of two years in an amount not to exceed \$250,000.

(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. However, the recommended contractor identified subcontracting opportunities).

Lead Department

Financial Services Department.

Client Department(s)

Office of Sustainability.

Fiscal Note

Funding is available in the Fiscal Year 2021-2022 Operating Budget of the Office of Sustainability.

Purchasing Language:

The Financial Services Department issued a Request for Proposals (RFP)4400 BY3021 for these services. The solicitation was issued on February 14, 2022, and it closed on April 5, 2022. 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://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=136312.

For More Information:

Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Jim Howard, at 512-974-2031 or Jim.howard@austintexas.gov

<mailto:Jim.howard@austintexas.gov>.

Additional Backup Information:

The contract provides consulting services to aid in the development of a five-year comprehensive food plan for ending food emergency planning and coordination for inevitable disruptions to the supply-chain. The plan will also focus on values-based procurement for equitable economic and health outcomes as well as environmental regeneration.

This is a new contract. An evaluation team with expertise in this area evaluated the offers and scored Woollard Nichols and Associates as the best to provide these services based on contractor experience, personnel qualifications, project work plan, total evaluated cost, local preference, and service-disabled veteran business enterprise.

The estimated cost for the project was determined through peer city research and City of Austin staff interviews of people that have done projects of a similar scale.

Strategic Outcome(s):

Health and Environment, Government that Works for All, Economic Opportunity and Affordability.