

**Posting Language**

Recommend approval to award of a contract with TSG Industries, LLC for portable office trailers in an amount not to exceed \$492,880.

**MBE/WBE**

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 required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

**Lead Department**

Financial Services Department

**Client Department**

Austin Water Assistant Director of Operations, Rick Coronado

**Fiscal Note**

Funding is available in the Fiscal Year 2021-2022 Operating Budget of Austin Water.

**Purchasing Language:**

The Financial Services Department issued an Invitation for Bids (IFB) 2200 MLJ1005 for these goods. The solicitation was issued on April 25, 2022 and closed on May 24, 2022. Of the two offers received, the recommended contractor submitted the lowest 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](#).

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

August 10, 2022 - To be reviewed by the Water & Wastewater Commission.

**Additional Backup Information:**

The contract is for a one-time purchase of five new portable office trailers to be used at Austin Water locations throughout the City. The contractor services will include delivery, installation, and skirting of 12' x 44' portable office trailers to be installed at Ullrich Water Treatment Plant, Davis Water Treatment Plant, Hornsby Bend Biosolids Management Facility, Govalle Occupational Development and Support, and Webberville Service Center. As part of the outcome of Winter Storm Uri After Action Report and Emergency Preparedness Plan, the portable office trailers are needed to provide additional office space for essential staff, enabling them to report directly to assigned facilities, provide direct service as required, and reduce reaction time in emergency situations. The trailers will also provide a location for personnel to office while serving as essential personnel during emergency events. The electrical, sewer, water, and communications setup will be handled internally by Austin Water.

**Strategic Outcome(s):**

Government that Works for All, Safety.

**PRICE ANALYSIS**

- a) Solicitations: 47 notices were sent, including 0 MBE and 3 WBE firms with no M/WBE firms responding.
- b) Cost Analysis: The proposed contract pricing is a 18% difference from next lowest bid.