

CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION
VENDOR: AUSTIN FREE-NET

COUNCIL DATE: April 18, 2024

SUBJECT:

Authorize negotiation and execution of a contract for Community Technology Access Lab Management Services with Austin Free-Net, for up to nine years for a total contract amount not to exceed \$2,700,000.

MBE/WBE:

This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9B (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:

Telecommunication and Regulatory Affairs (TARA)

FISCAL NOTE:

Funding in the amount of \$150,000 is available in the Fiscal Year 2023-2024 Operating Budget of TARA. Funding for the remaining contract term is contingent upon available funding in future budgets.

PURCHASING:

The Financial Services Department issued a Request for Proposals (RFP) 7400 ALD3045 for these services. The solicitation was issued on December 11, 2023, and closed on January 18, 2024. The recommended contractor submitted the only responsive offer. A complete solicitation package, including a log of the offer received, is available for viewing on the City's Financial Services website, Austin Finance Online. This information can currently be found at [Austin Finance Online \(austintexas.gov\)](https://austintexas.gov/austinfoin)

PRIOR COUNCIL ACTION:

FOR MORE INFORMATION CONTACT:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department – Central Procurement at: FSDCentralProcurementRCAs@austintexas.gov or 512-974-2500. Respondents to the solicitation and their Agents should direct all questions to the Authorized Contact Person identified in the solicitation.

BOARD AND COMMISSION ACTION:

March 13, 2024 - To be reviewed by the Community Technology and Telecommunications Commission.

ADDITIONAL BACKUP INFORMATION (RCA BODY)

The contract will provide support to Community Technology Access Lab (CTAL) facilities, collect retired devices from the private sector for refurbishment and distribution for public benefit by the City, and provide free basic digital skills training to any Austin resident that wants to participate. This contract will also support the Digital Empowerment Community of Austin (DECA) and annual City celebration of Digital Inclusion Week. These services are in alignment with the City's Digital Inclusion Strategic Plan, Zero Waste by 2040, Circular Economy Commitment, and Climate Equity Plan goals. Eighty-three percent of participants in digital inclusion program will improve their skills.

The contract will replace the current contract, which will expire April 30, 2024. The requested authorization amounts for this contract were determined by departmental need and historical spend. The recommended contractor is the current provider for these services.

Contract Detail:

<u>Contract</u>	<u>Length</u>	<u>Contract</u>
<u>Term</u>	<u>of Term</u>	<u>Authorization</u>
Initial Term	3 yrs.	\$ 900,000

CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION
VENDOR: AUSTIN FREE-NET

COUNCIL DATE: April 18, 2024

Optional Extension 1	3 yrs.	\$ 900,000
Optional Extension 2	3 yrs.	\$ 900,000
TOTAL	9 yrs.	\$2,700,000

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

An evaluation team with expertise in this area evaluated the offers and scored Austin Free-Net as the best to provide these services based on proposed solution, prior experience and personnel, percentage of overhead cost, local business preference, small business preference.

If the City is unable to secure a contract, CTAL facilities will not be able to operate, training will not be available, digital resources will not be provided to the community, and the City may encounter increased demand at other public computer access points, such as Austin Public Libraries.