

AGENDA



Thursday, June 21, 2007

Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION
Item No. 95

Subject: Authorize award and execution of a 36-month requirements supply contract with AUS-TEX PRINTING & MAILING, Austin, TX, for printing the Austin plant guides in an estimated amount not to exceed \$180,000, with three 12-month extension options in an estimated amount not to exceed \$60,000 per extension option, for a total estimated contract amount not to exceed \$360,000.

Amount and Source of Funding: Funding in the amount of \$15,000 is available in the Fiscal Year 2006-2007 Operating Budget of the Watershed Protection and Development Review Department. Funding for the remaining 33 months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Vikie DeLuyck, MSW, Senior Buyer, 974-2003

Purchasing Language: Lowest bid of three bids received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract will provide printing of the Native & Adaptive Plant Guide for educational outreach information distributed through Watershed Protection and Development Review Department's Grow Green program. Grow Green is a water quality education program that promotes less-toxic solutions to gardening problems. The program is a partnership between the City of Austin and the Texas Cooperative Extension, with the Lower Colorado River Authority expanding the program west of Austin. While the main goal is to reduce pollution in our waterways, Grow Green offers the added environmental benefits of water conservation and recycling through its publications.

The outreach publications are distributed in the majority of Austin area retail nurseries and home improvement centers, tradeshow, conferences, lectures and mail outs for homeowners and community organizations and are used by landscape professionals. This contract will help to ensure that the necessary printed educational materials will be available for year round distribution.

MBE/WBE Solicited: 3/5 MBE/WBE Bid: 0/0

Price Analysis

- a. Adequate competition.
- b. One hundred and twenty-one notices were sent including three MBEs and five WBEs. Three bids were received, including one WBE.
- c. This is the first time this project has been bid as a master agreement; therefore, pricing is equivalent to past purchases.

Approval Justification

- a. Lowest bid received.

- b. The Purchasing Office concurs with the Watershed Protection and Development Review Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.