

## AGENDA



Thursday, October 11, 2007

**Purchasing Office  
RECOMMENDATION FOR COUNCIL ACTION****Item No. 45**

---

**Subject:** Authorize award and execution of a 12-month requirements service contract with INTERNATIONAL BUILDING SERVICES, Austin, TX, for window cleaning services for the Aviation Department in an estimated amount not to exceed \$65,612, with two 12-month extension options in an estimated amount not to exceed \$65,612 per extension option, for a total estimated contract amount not to exceed \$196,836.

**Amount and Source of Funding:** Funding is available in the Fiscal Year 2007-2008 Operating Budget of the Aviation Department. Funding for the 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:** Cruz Banda, Buyer II/974-2133

**Purchasing Language:** Lowest of two bids received.

**MBE/WBE:** This contract will be awarded in compliance with Chapter 2-9C 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 interior and exterior window cleaning services for the Barbara Jordan Terminal Building at Austin Bergstrom International Airport.

There are approximately 260,000 square feet of window surfaces to be cleaned, including three skylights. The interior and exterior of the upper and lower levels will be cleaned four times per year. The Contractor will provide the necessary staging, equipment, supplies, and personnel to perform the required services.

MBE/WBE solicited: 4/0

MBE/WBE bid: 0/0

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Twenty-Nine notices were sent, including four MBEs. There are no known WBEs available for this service. Two bids were received, with no response from MBE.
- c. The pricing offered represents a 5% decrease from the last contract award in August 2004.

**APPROVAL JUSTIFICATION**

- a. Lowest bid received.
- b. The Purchasing Office concurs with the Aviation Department's recommended award.
- c. Advertised in the Austin American-Statesman and the Internet.