

AGENDA



Thursday, March 20, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**

Item No. 30

Subject: Authorize award and execution of a 24-month requirements service contract with MINOR MOVING, L.L.C., Austin, TX for moving, packing, and storage services for residential properties in an estimated amount not to exceed \$444,722, with two 12-month extension options in an estimated amount not to exceed \$233,479 for the first extension option and \$245,153 for the second extension option, for a total estimated contract amount not to exceed \$923,354.

Amount and Source of Funding: Funding in the amount of \$111,180 is available in the Fiscal Year 2007–2008 Operating Budget of the Neighborhood Housing and Community Development Department. Funding for the remaining 18 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: Mary Quintero-Herrera, Senior Buyer/974-3266.

Purchasing Language: Lowest bid 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 moving, packing, and storage services for approximately 192 residences throughout the City under the Neighborhood Housing and Community Development Department (NHCD) LeadSmart Program. Property owners/renters will be temporarily relocated and their household goods put into storage while the residences are being abated for lead-based paint.

In March 2007, the Neighborhood Housing and Community Development Department was awarded \$3.8 million by the U.S. Department of Housing and Urban Development Office of Healthy Homes and Lead Hazard Control for a three year Lead Hazard Control Grant. The three year grant period will end in February 2010. The purpose of the grant is to reduce the lead hazard in 296 homes built prior to 1978 that are owned or rented by households earning at or below 80% of the Median Family Income where a child less than six year old resides. Of the 296, NHCD estimates that residents of approximately 192 homes will need moving services prior to receiving lead hazard services to their homes. Through education and outreach activities, the grant staff will also work to increase the community's awareness of the hazards of lead-based paint.

PRICE ANALYSIS

- a. Adequate competition.
- b. Forty-one notices were sent, including three MBEs and two WBEs. Two bids were received, with one MBE responding.
- c. The pricing offered represents a 24% increase to the last contract award in December 2004. The increase is primarily due to the general economic conditions and transportation.

APPROVAL JUSTIFICATION

- a. Lowest bid received.
- b. The Purchasing Office concurs with the Neighborhood Housing and Community Development Department's recommended award.
- c. Advertised in the Austin American-Statesmen and on the Internet.