

AGENDA



Thursday, April 24, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 39

Subject: Authorize award and execution of a contract with WILLIAMS SCOTSMAN, INC., Georgetown, TX, for the purchase of a portable office building in an amount not to exceed \$97,839.

Amount and Source of Funding: Funding is available in the Fiscal Year 2007-2008 Capital Budget of Austin Energy.

Fiscal Note: A fiscal note is attached.

For More Information: Martha L. Gaines, Buyer II, 322-6583.

Purchasing Language: Lowest bid meeting specification of two 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 is for the purchase of a portable office building that will provide office space for engineers and engineering associates at the Decker Power Plant. These employees support the Decker, Sand Hill, and Robert Mueller power plants. This portable building will replace an existing mobile home that has deteriorated beyond reasonable repair.

MBE/WBE solicited: 0/1

MBE/WBE responded: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Twelve notices were sent, including one WBE. There are no known MBEs available for this commodity. Two bids were received, with no response from the WBE.
- c. This is the initial purchase of a portable office building of this size; therefore, there is no previous purchase history.

APPROVAL JUSTIFICATION

- a. Lowest bid received meeting specifications.
- b. The City of Austin Purchasing Office concurs with Austin Energy's recommended award.
- c. Advertised on the Internet.