

AGENDA



Thursday, June 5, 2008

Purchasing Office RECOMMENDATION FOR COUNCIL ACTION

Item No. 38

Subject: Authorize award and execution of two 12-month requirements service contracts for vehicle washing services with: MACE CAR WASH, DBA GENIE CAR WASH, Horsham, PA in an estimated amount not to exceed \$60,000, 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 \$240,000, and with PICKENS AND PICKENS, DBA AUSTIN QUALITY CAR WASH, Austin, TX in an estimated amount not to exceed \$15,000, with three 12-month extension options in an estimated amount not to exceed \$15,000 per extension option, for a total estimated contract amount not to exceed \$60,000.

Amount and Source of Funding: Funding in the amount of \$25,000 is available in the Fiscal Year 2007-2008 Operating Budget of the Financial and Administrative Services Department, Fleet Services Fund. Funding for the remaining eight 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: Steve Cocke, Buyer II, 512-974-2003

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 is for full-serve and self-serve vehicle cleaning and washing services for city-owned vehicles. The majority of the contract will be used for police patrol sedans and will require special interior cleaning services on vehicles that have been soiled from routine transportation of alleged offenders.

The self-serve washing will be used for larger utility vehicles while the full-serve washing will be used for the sedans and pickups up to ¾-ton capacity. The full-service wash will be performed by vendor supplied attendants, and will include interior cleaning such as vacuuming, cleaning of windows and mirrors, and exterior cleaning such as wiping and hand drying of the vehicles. The self-serve wash will be provided to allow City employees to wash the exterior of the vehicles and vacuum the interior of medium to heavy vehicles.

The City of Austin does not have the facilities to provide these services. Award is based on the lowest responsive bidder offered in three geographical zones of the city (North, Central, and South), that provides convenient locations for most city vehicles.

MBE/WBE solicited: 3/2

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition
- b. Twenty eight notices were sent, including three MBEs and two WBEs. Two bids were received with no response from the MBEs/WBEs.
- c. The pricing offered from Austin Quality Car Wash for Zone 2 represents a 50% increase from the last contract award in November 2003. This increase is due to a rise in operational costs which have been

held at no increase for the past 10 years and is still \$2.00 per wash less than the retail rate it charges. The pricing offered from Genie represents no increase.

APPROVAL JUSTIFICATION

- a. Lowest bids received meeting specifications. Both vendors are currently providing these services.
- b. The Purchasing Office concurs with Fleet Services' recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.