

AGENDA



Wednesday, June 18, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION****Item No. 49**

Subject: Authorize award and execution of a 36-month requirements supply contract through the TEXAS LOCAL GOVERNMENT PURCHASING COOPERATIVE (BUYBOARD) with GULF COAST PAPER COMPANY, Corpus Christi, TX, for janitorial supplies in an estimated amount not to exceed \$3,018,000.

Amount and Source of Funding: Funding in the amount of \$335,333 is available in the Fiscal Year 2007-2008 Operating Budget of various City Departments. Funding for the remaining 32 months 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: Cooperative Purchase.

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). This contract is a cooperative purchase; therefore, it is exempted under Chapter 791 of the Texas Government Code and no goals were established for this solicitation.

This contract establishes a source for the city-wide annual supply of janitorial supplies which include all paper supplies and sanitary products, absorbents, hand sanitizers, trash liners, and other supplies (e.g., degreasers, floor cleaners, strippers, deodorants, disinfectants, soaps, etc.) that are required for general cleaning of city facilities.

This contract will insure janitorial supplies are available for purchase on an as needed basis for the maintenance requirements throughout all city facilities. The contractor will deliver supplies to various department locations. The major using departments include: Austin Energy (8%), Austin Water Utility (8%), Financial and Administrative Services (20%), Aviation (40%), Austin Convention Center (3%), Austin Fire Department (8%), Library (5%), and Parks and Recreation (5%). There are several other City departments that make up the remaining 3% of the usage.

Gulf Coast Paper is under contract with Buyboard to supply these supplies statewide as a result of a competitive bidding process. Utilizing Buyboard contracts allows the city to benefit from volume discount pricing.