

AGENDA



Thursday, September 25, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 61

Subject: Authorize award and execution of a 36-month requirements service contract with TRI-STAR COMMERCIAL, LLC, Austin, TX for inspection, testing, maintenance, and repair services of building security and access control systems for the Palmer Events Center in an estimated amount not to exceed \$236,700.

Amount and Source of Funding: Funding in the amount of \$78,900 is available in the Fiscal Year 2008-2009 Operating Budget of the Austin Convention Center Department.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Sydney Ceder, Senior Buyer/974-2035

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 for full maintenance services, including all parts and labor for maintaining the building security and control access systems for the Austin Convention Center Department's Palmer Events Center and Parking Garage. Tri-Star Commercial will maintain these systems in accordance with the manufacturer's specifications to ensure the systems are in safe, proper operating condition.

The maintenance includes testing and routine maintenance and repair services. The vendor shall perform scheduled monthly, quarterly, and annual inspections and testing of the building security and access control systems. The vendor will also be required to respond to emergency requests to repair any malfunctions in the systems at no additional cost.

MBE/WBE solicited: 2/1

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Forty-two notices were sent, including two MBEs and one WBE. Two bids were received, with no response from the MBE/WBEs.
- c. The pricing offered represents a 55% increase to the last contract award in August 2004. This increase is due to the increase in the cost of parts, specifically copper which has increased 100% over the last three years, and transportation costs.

APPROVAL JUSTIFICATION

- a. Lowest bid received. Tri-Star Commercial, LLC is not the current provider of these services.
- b. The Purchasing Office concurs with the Austin Convention Center Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.