

## AGENDA



Thursday, September 25, 2008

**Purchasing Office**  
**RECOMMENDATION FOR COUNCIL ACTION**

**Item No. 69**

**Subject:** Authorize award and execution of three 36-month revenue contracts with COURTESY TRAINING, Provo, UT, 360 TRAINING, Austin, TX, and THORNHILL TRAINING, Austin, TX for food handler and food manager training and certification with an estimated net combined revenue of \$355,950, with three 12-month extension options with an estimated net combined revenue of \$118,650 per extension option, for a total estimated net combined revenue of \$711,900.

**Amount and Source of Funding:** The estimated net combined revenue is \$118,650 per year.

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

**For More Information:** Wilbur Jones, Buyer I, 972-4013

**Purchasing Language:** Best evaluated proposals of five proposals 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. Related to Item #28.

Since the early 1980s, the Austin City Code has required that a Certified Food Manager Certificate be held by at least one person per food establishment. With the growth of the food industry and an increase in food-borne pathogens, the Health and Human Services Department (HHSD) will seek approval to amend the Austin City Code to require that every employee working in a food establishment be certified in the safe and sanitary handling of food. If the change in City Code is approved, this will require that every employee preparing or serving food have either a Food Handler Certificate or a Food Manager Certificate.

These contracts will provide HHSD with training companies that can teach the curriculum mandated by the State of Texas and certify that workers meet those requirements. Workers will enroll in and pay for programs with the training company of their choice. Each company will refund to the City a portion of the fees paid by the workers who enroll in their courses.

An evaluation panel, consisting of personnel from HHSD, evaluated the proposals based on the quality of training, amount of fees being rebated to the City, number of available languages, and the ability of the training to be customized or tailored to the City's needs.

HHSD will refer food service workers to one of the three companies, based on the level and type of training desired by the worker:

Courtesy Training - Food Handler Training, Internet-based training

Thornhill Training - Food Handler Training, Classroom training

360 Training - Food Manager Training, Internet-based training

MBE/WBE Solicited: 2/6

MBE/WBE Bid: 0/0

#### PRICE ANALYSIS

- a. Adequate competition.
- b. Seventy-nine notices were sent, including two MBEs and six WBEs. Five proposals were received, with no response from the MBE/WBEs.
- c. This is the first revenue contract of this type; therefore, there is no revenue history available.

#### APPROVAL JUSTIFICATION

- a. Best evaluated proposal received.
- b. The Purchasing Office concurs with the Health and Human Services Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.