

## AGENDA



Thursday, October 16, 2008

**Purchasing Office  
RECOMMENDATION FOR COUNCIL ACTION****Item No. 26**

**Subject:** Authorize award and execution of a 36-month service contract with AUSTIN ELEVATOR CONSULTANTS, Kyle, TX for elevator repair and preventive maintenance services in an amount not to exceed \$805,863, with three 12-month extension options in an amount not to exceed \$272,761 per extension option, for a total contract amount not to exceed \$1,624,146.

**Amount and Source of Funding:** Funding in the amount of \$272,761 is available in the Fiscal Year 2008-2009 Operating Budgets from various City departments, as follows: Financial and Administrative Services Department (Building Services) \$47,383; Austin Water Utility - \$24,391; Parks & Recreation Department - \$16,544; Aviation - \$170,865; and Library Department - \$9,438. Funding for the remaining 24 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:** Malinda Horitski, Buyer II/974-2651

**Purchasing Language:** Lowest bid of four 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.

**Boards and Commission Action:** Review by the Water and Wastewater Commission on October 15, 2008.

This contract is for the inspection, maintenance, and repair of 73 elevators for the Building Services Division of the Financial and Administrative Services Department, Austin Water Utility, Parks and Recreation Department, Aviation Department, and Austin Public Library Department. The elevators are located at various City facilities, including the Municipal Building, Municipal Court, police stations, libraries, water treatment plants, and Austin-Bergstrom International Airport.

The contractor will perform monthly or semi-monthly (depending on location) maintenance services on each elevator. Maintenance parts are included in the contract price. The contractor will also provide a technician for elevator repair and for State required annual and five-year tests.

The maintenance and repair program is designed to ensure elevator availability and safety for City employees and the public.

MBE/WBE solicited: 0/0

MBE/WBE bid: 0/0

**PRICE ANALYSIS**

a. Adequate competition.

b. Thirty-four notices were sent. There are no known MBE/WBEs available for these services.

c. The pricing offered represents a 23% increase to the last contract award in May 2005. This increase can be attributed to the rise in costs for fuel and labor. This contract includes the Aviation Department elevators that were not included in the previous contract.

#### APPROVAL JUSTIFICATION

- a. Lowest bid received. Austin Elevator Consultants is not the current provider of these services.
- b. The Purchasing Office concurs with the Building Services, Library, Austin Water Utility, Parks and Recreation and Aviation Department's recommended award.
- c. Advertised in the Austin American Statesman and on the Internet.