

## AGENDA



Thursday, November 20, 2008

**Purchasing Office  
RECOMMENDATION FOR COUNCIL ACTION**
**Item No. 46**

**Subject:** Authorize award and execution of a 24-month requirements service contract with ENTECH SALES AND SERVICE, INC., Dallas, TX for heating ventilation and air conditioning services at the Combined Transportation, Emergency & Communications Center in an estimated amount not to exceed \$119,136, with three 12-month extension options in an estimated amount not to exceed \$59,568 per extension option, for a total estimated contract amount not to exceed \$297,840.

**Amount and Source of Funding:** Funding in the amount of \$49,640 is available in the Fiscal Year 2008–2009 Operating Budget of Austin Energy. Funding for the remaining 14 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:** Karen Williams, Buyer II, 322-6467.

**Purchasing Language:** Lowest bid of three 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 the maintenance and repair of all HVAC equipment located at the Combined Transportation, Emergency & Communications Center (CTECC). This equipment provides climate control to the 911 Operations Floor, Emergency Operations Center, and cooling for the CTECC Data Center.

The inspection and maintenance services provided under this contract are in accordance with OEM performance and technical specifications and/or industry best practices for similar equipment. In addition to the established maintenance schedule, the contract also provides for both routine and emergency repair services 24 hours a day, seven days a week, including holidays, with the contractor responding within two hours of notification in the event of an emergency failure.

MBE/WBE solicited: 6/1

MBE/WBE bid: 0/0

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Forty-eight notices were sent, including six MBEs and one WBE. Three bids were received, with no response from the MBE/WBEs.
- c. The pricing offered represents a 2% increase to the last contract award in May 2004.

**APPROVAL JUSTIFICATION**

- a. Lowest bid received. Entech Sales and Service is not the current provider of these services.
- b. The Purchasing Office concurs with Austin Energy's recommended award.
- c. Advertised on the Internet.