

## AGENDA



Thursday, March 5, 2009

**Purchasing Office  
RECOMMENDATION FOR COUNCIL ACTION**
**Item No. 25**

**Subject:** Authorize award and execution of a 36-month requirements service contract with SUPERIOR SEPTIC/CLEAN CAN, Round Rock, TX for the rental and maintenance of portable toilets in an estimated amount not to exceed \$253,569, with three 12-month extension options in an estimated amount not to exceed \$84,523 per extension option, for a total estimated contract amount not to exceed \$507,138.

**Amount and Source of Funding:** Funding in the amount of \$56,349 is available in the Fiscal Year 2008-2009 Operating Budget of the Parks and Recreation Department. Funding for the remaining 28 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:** Cruz Banda, Buyer II/974-2133

**Purchasing Language:** Lowest bid of five bids received.

**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). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract will provide for the rental and maintenance of portable toilets for the Park and Recreation Department (PARC). The portable toilets will be rented on a daily, weekly, or monthly basis to include weekends, holidays and special events. The contract provides for the supply, cleaning, and maintenance services for chemical portable toilets to be rented on an as needed basis and used by handicapped and non-handicapped citizens at special events where PARC does not have permanent restrooms facilities.

MBE/WBE solicited: 1/1

MBE/WBE bid: 0/0

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Sixteen notices were sent, including one MBE and one WBE. Five bids were received, with no response from the MBE/WBEs.
- c. The pricing offered represents a less than 1% decrease from the last contract award in December 2005.

**APPROVAL JUSTIFICATION**

- a. Lowest bid received. Superior Septic/ Clean Can is the current provider for these services.
- b. The Purchasing Office concurs with Materials Management's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.