

AGENDA



Thursday, August 6, 2009

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

Subject: Authorize award and execution of a 36-month requirements supply contract with AUSTIN SCREEN PRINTING, Austin, TX for t-shirts, caps, jackets, and other apparel, in an estimated amount not to exceed \$609,000, with three 12-month extension options in an estimated amount not to exceed \$203,000 per extension option, for a total estimated contract amount not to exceed \$1,218,000.

Amount and Source of Funding: Funding in the amount of \$33,834 is available in the Fiscal Year 2008-2009 Operating Budget of the Parks and Recreation Department. Funding for the remaining 34 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 three 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.

The Parks and Recreation Department (PARD) proposes to establish a department-wide purchasing contract to consolidate program-related and employee uniform purchases, as a means of:

1. Optimizing child safety through higher visibility of both youth program participants and authorized supervising personnel;
2. Standardizing appropriate employee dress for outdoor and seasonal activities;
3. Improving identification of employees authorized to work during department sponsored large scale special events;
4. Optimizing program marketing and promotion of department activities and programs throughout the city; and,
5. Maximizing cost savings as a result of bulk purchasing versus current multiple clothing contracts.

This consolidated contract will provide for a variety of uniform and program related clothing, including youth participants shirts, (long and short-sleeve), employee polo shirts, tank tops, sweat shirts, hooded sweat shirts, golf shirts, denim short sleeve and long sleeve shirts, lined jackets, lined windbreakers, knit hats, and baseball caps to perform their official duties and identify participating programs. MBE/WBE Solicited: 1/4 MBE/WBE Bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. One hundred seventy-two notices were sent, including one MBE and four WBEs. Three bids were received, with no response from the MBE/WBEs.
- c. This is the first purchase of its type; therefore, there is no pricing history available.

APPROVAL JUSTIFICATION

- a. Lowest bid received.
- b. The Purchasing Office concurs with the Parks and Recreation Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.