

## AGENDA



Thursday, August 27, 2009

**Purchasing Office  
RECOMMENDATION FOR COUNCIL ACTION****Item No. 39**

**Subject:** Authorize award, negotiation, and execution of a contract with RSP ARCHITECTS, Minneapolis, MN, for an Austin Energy Facility and Logistics Needs Assessment in an amount not to exceed \$411,910.

**Amount and Source of Funding:** Funding is available in the Fiscal Year 2008-2009 Operating Budget of Austin Energy.

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

**For More Information:** Terry Nicholson, Senior Buyer, 322-6586

**Purchasing Language:** Best evaluated proposal 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.

**Boards and Commission Action:** Recommended by the Electric Utility Commission.

This contract is for the development of a Facility Assessment to guide Austin Energy's facility development for immediate and long term needs in an effort to improve operations and logistics, reduce reliance on lease space, reduce transportation based carbon footprint, and provide room for future growth. Austin Energy currently utilizes multiple sites and facilities for various functions, many of which are facing redevelopment pressures. RSP will be responsible for developing recommendations on which Austin Energy can base future facility growth decisions.

An Austin Energy team with expertise in facilities and personnel management unanimously chose the top proposal of those submitted. The criteria evaluated included the proposed response to the scenario scope of work, prior experience, personnel qualifications, organizational practices, financial stability and total evaluated cost.

MBE/WBE solicited: 10/8      MBE/WBE bid: 0/0

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Seventy-three notices were sent, including 10 MBEs and eight WBEs. Five proposals were received, with no response from the MBE/WBEs.

**APPROVAL JUSTIFICATION**

- a. Best evaluated proposal received.
- b. The Purchasing Office concurs with Austin Energy's recommended award.
- c. Advertised on the Internet.