

AGENDA



Thursday, November 18, 2010

Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION

Item No. 33

Subject: Authorize award and execution of a 24-month requirements service contract with KELI LABS TEXAS, Grand Prairie, TX, for test instrument calibration services in an estimated amount not to exceed \$64,930, with three 12-month extension options in an estimated amount not to exceed \$32,465 per extension option, for a total estimated contract amount not to exceed \$162,325.

Amount and Source of Funding: Funding in the amount of \$27,055 is available in the Fiscal Year 2010-2011 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: Gage Loots, Buyer II/322-6118

Purchasing Language: Sole bid 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.

The contract will provide test instrument calibration services on an as-needed basis for electrical test instruments. The test instruments measure a range of electrical properties including voltage, amperage, and resistance. Austin Energy utilizes these test instruments to ensure that the production and delivery of electric services to its customers is performed in a safe and efficient manner.

MBE/WBE solicited: 0/1

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Sole bid. Bid opening date was extended in an effort to secure more bids without success. This service is very specialized and thus vendors capable of providing it are very limited.
- b. Twenty-three notices were sent, including one WBE. There are no known MBEs available for this commodity code. One bid was received, with no response from the WBE.
- c. This is the first purchase of its type; therefore, there is no pricing history available.

APPROVAL JUSTIFICATION

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