

AGENDA



Thursday, December 9, 2010

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION****Item No. 43**

Subject: Authorize award and execution of a 36-month requirements service contract with ENTECH SALES & SERVICE INC., Austin, TX, or one of the other qualified bidders for IFB-BV No. AMC0020, to provide security access and monitoring systems maintenance and repair services in an estimated amount not to exceed \$163,800, with three 12-month extension options in estimated amounts not to exceed \$77,760 for the first extension option, \$93,312 for the second extension option, and \$111,974 for the third extension option, for a total estimated contract amount not to exceed \$446,846.

Amount and Source of Funding: Funding in the amount of \$37,500 is available in the Fiscal Year 2010-2011 Operating Budget of the Financial and Administrative Services Department, Building Services Division. Funding for the remaining 26 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: Colleen Athey, Buyer II, 972-4012

Purchasing Language: Best evaluated bid of four 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 necessary, systematic, and periodic servicing, maintenance, and repair services for security access control systems and closed-circuit television monitoring systems at City Hall. The contractor will provide maintenance and repair/replacement services on an as-needed basis, as these systems are considered critical equipment. If the contractor cannot perform needed repairs onsite, temporary equipment will be provided to the City by the contractor.

System maintenance includes testing of sensors, cleaning and adjustment of the Uninterruptible Power Supply (UPS), battery replacement for the UPS, camera operation verification, and software and disk drive checks. The contractor will provide written recommendations for upgrades or other enhancements to ensure system performance.

In order to determine the best value to the City, evaluation criteria included cost, company and employee experience and certifications, discount from public pricing catalog for replacement parts, and the bidder's proximity to the State Capitol.

This request allows for the execution of a contract with a bidder, who provides the best value to the City, that Council selects. If this bidder does not execute a contract with the City, staff will return to Council so that Council may select another best-value bidder and authorize a contract with this bidder.

MBE/WBE solicited: 3/2

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Forty notices were sent, including three MBEs and two WBEs. Four bids were received, with no response from the MBE/WBEs.
- c. This is the first contract for these services; therefore, there is no pricing history available.

APPROVAL JUSTIFICATION

- a. Best evaluated bid received.
- b. The Purchasing Office concurs with the Building Services Division's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.