

AGENDA



Thursday, February 17, 2011

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION****Item No. 40**

Subject: Authorize award, negotiation, and execution of a professional services contract with RSP ARCHITECTS, LTD, Minneapolis, MN, or one of the other qualified responders to RFQ JSD0500, to provide consulting services for the City of Austin Strategic Facility Plan & Needs Assessment, including Fire Station condition assessment in an estimated amount not to exceed \$1,400,000.

Amount and Source of Funding: Funding in the amount of \$1,070,000 is available in the Fiscal Year 2010-2011 Capital Budgets of various City departments. Funding in the amount of \$330,000 is available in the Fiscal Year 2010-2011 Operating Budgets of various City departments.

Fiscal Note: A fiscal note is attached.

For More Information: Greg Canally, Deputy Chief Financial Officer, 974-2609; Eric Stockton, Acting Building Services Officer, FASD, 974-7948; Jeff Dilbert, Buyer II, 512-974-2651

Purchasing Language: Best evaluated proposal of eight proposals received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9B 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 is for the development of a Strategic Facility Plan and Needs Assessment to guide the City in making immediate and long-term facility decisions regarding the City's 250 facilities. This effort will assess current issues and project 15-year needs for office and service yards. There is no expertise on city staff for this effort.

The resulting plan will provide scenarios and solutions to reduce overcrowding, improve operation logistics, improve space conditions, reduce reliance on lease space, reduce transportation based carbon footprint, and address future growth and the associated space needs. This effort will also include condition assessments for approximately 25 of City's Fire Stations.

The City of Austin does not currently have a Strategic Facility Plan. Facility planning decisions need to be linked and synchronized with how the City grows (Comprehensive Plan), overall CIP Planning, sustainability initiatives, asset management and current and long-term operational needs. Key to achieving these linkages, is the development of a systematic, aligned and integrated process for planning, locating and managing City facilities to optimize facility performance, service delivery and logistics, which this Strategic Facility Plan will provide.

A City of Austin evaluation team representing various departments 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, and financial stability.

The study would begin in March, with completion estimated in April 2012.

This request allows for the development of a contract with a qualified responder that Council selects. If the City is unsuccessful in negotiating a satisfactory agreement with the selected responder, negotiations will cease with that provider.

MBE/WBE solicited: 64/62

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Two-hundred and thirty eight (238) notices were sent, including 64 MBEs and 62 WBEs. Eight proposals 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. Best evaluated proposal received.
- b. The Purchasing Office concurs with City of Austin's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.