

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	11775	Agenda Number	49.
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Meeting Date:	January 12, 2012
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Department:	Purchasing
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## Subject

Authorize execution of a 6-month requirements supply contract through the TEXAS LOCAL GOVERNMENT PURCHASING COOPERATIVE (BUYBOARD) with GULF COAST PAPER COMPANY, Corpus Christi, TX, for janitorial supplies in an amount not to exceed \$840,000 with no extension options.

## Amount and Source of Funding

Funding in the amount of \$840,000 is available in the Fiscal Year 2011-2012 Operating Budget for various City Departments.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Cooperative Purchase
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Prior Council Action:	
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For More Information:	Cruz Banda, Buyer II, 974-2133
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Boards and Commission Action:	
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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.
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Related Items:	
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## Additional Backup Information

This contract establishes a source for the City-wide supply of janitorial supplies which include all paper supplies and sanitary products, absorbents, hand sanitizers, trash liners and other supplies (e.g., degreasers, floor cleaners, strippers, deodorants, disinfectants, soaps, etc.) that are required for general cleaning of City facilities including but not limited to restrooms and tile floors. This is an interim contract to be used while the City creates city wide contracts for janitorial supplies. In addition, green products will be a component of new city-wide supply contract.

This supply agreement will insure janitorial supplies are available as needed for the maintenance requirements through out the City. The contractor will deliver supplies to various City department locations. The major using departments include: Austin Energy (5.4%), Austin Water Utility (8%), Finance and Administrative Services (15.3%), Aviation (35.6%), Austin Convention Center (9.8%), Austin Fire Department (9.4%), Library (2.4%), Parks and Recreation department (11.2%), Health and Human Services (1.3%). There are several other City departments that make up the remaining 1.6% of the usage.

Gulf Coast Paper is under contract with the Buyboard to supply these janitorial items as a result of a competitive bidding process. Utilizing the Buyboard contract allows the City to benefit from volume pricing.