

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	14312	Agenda Number	48.
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Meeting Date:	April 26, 2012
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Department:	Purchasing
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Subject

Authorize award and execution of Amendments to three contracts with AMERICAN FACILITY SERVICES to allow for the continuation of janitorial services for Austin Energy at various locations on a month-to-month basis for a maximum of 12 months, and to increase the current contracts in estimated amounts not to exceed \$352,200, \$110,200, and \$141,000, for total revised estimated contract amounts not to exceed \$1,987,948, \$613,861, and \$686,008.

Amount and Source of Funding

Funding in the amount of \$251,416 is available in the Fiscal Year 2011-2012 Operating Budget of Austin Energy. Funding for the remaining optional seven months is contingent upon available funding in future budgets.

Fiscal Note

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

Purchasing Language:	Contract Amendment.
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Prior Council Action:	December 14, 2006, November 8, 2007, January 31, 2008 – Approved original 24-month contracts with three 12-month extension options.
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For More Information:	
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Boards and Commission Action:	Recommended by the Electric Utility Commission.
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Related Items:	
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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.
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Additional Backup Information

This RCA to amend janitorial contracts with American Facility Services (AFS) is necessary to comply with a City Council directive to provide in-house janitorial services at Austin Energy facilities. These services will be provided to Austin Energy through the Building Services Department (BSD) of the City of Austin. The contract extension of janitorial services through AFS is necessary to provide BSD the additional time to project cost estimates, amend their budget, acquire authority for additional FTEs, hire and train personnel to assume janitorial responsibilities at multiple Austin Energy sites. In order to allow this opportunity, AE is requesting the approval of continuation of AFS services on a month to month basis until the new employees are staffed and trained. It is anticipated the hiring process will take an estimated six to eight months to complete with additional time allowed as a contingency to ensure service is provided until the new employees begin.

The continuation of janitorial services for these contracts as requested will allow a smooth transition for managing internally and allowing for preparation of continued quality janitorial service including use of sustainable products and equipment, and a clean and safe environment for City employees and also the public. These AE facilities hosts both public and City meetings, and therefore, must be professionally cleaned and maintained. Additionally, the CTECC facility hosts public meetings for; City, Travis County, Capital Metro and TXDOT meetings; as well as the 911 Call Center which is staffed 24x7x365 and the Emergency Operations Center for COA and Travis County Homeland Security. Services include day and night crews with tasks that are divided on a daily, weekly, bi-weekly, monthly and quarterly basis. City will be submitting a separate Council action item to amend their budget for costs associated with expanding their workforce and expenses to perform these janitorial services for AE.

Contract Summary (AE Various Facilities) Contract No. 07011800057

Action	Description	Amount
Original Contract awarded 3/1/2007	Original 24-month contract	\$633,900
Amendment No.1	Contract Modification – Scope Change	0.00
Amendment No.2	Contract Modification – Corrected Error made on previous Amendment	0.00
Amendment No. 3	Vendor Name Change	0.00
Amendment No. 4	Option 1 – Extension	324,150
Amendment No. 5	Contract Modification –Scope Change	0.00
Amendment No. 6	Contract Modification Scope Change	
Amendment No. 7	Option 2 – Extension	338,849
Amendment No. 8	Option 3 – Extension	338,849
Amendment No. 9	Contract Modification – Scope Change	0.00
Amendment No. 10	30 Day Holdover	0.00
Amendment No. 11	30 Day Holdover	0.00
Proposed Amendment No. 12	Increase Contract/Month to month max 12 months	352,200
Total Revised Contract Amount		\$1,987,948

Contract Summary (CTECC) Contract No. NA080000026

Action	Description	Amount
Original Contract awarded 1/15/2008	Original 24-month contract	\$176,832
Amendment No.1	Contract Modification – Admin Increase	49,999
Amendment No.2	Vendor Name Change	0.00

Amendment No. 3	Option 1 – Extension	138,415
Amendment No. 4	Option 2 – Extension	138,415
Amendment No. 5	Contract Modification - 45 day holdover	0.00
Amendment No. 6	Contract Modification - 30 day holdover	0.00
Amendment No. 7	Contract Modification - 30 day holdover	0.00
Proposed Amendment No. 8	Increase Contract/Month to month max 12 months	110,200
Total Revised Contract Amount		\$613,861

Contract Summary (AE Power Plants) Contract No. 08020400021

Action	Description	Amount
Original Contract awarded 2/19/2008	Original 24-month contract	\$211,840
Amendment No.1	Contract Modification/Admin Increase	7,600
Amendment No.2	Vendor Name Change	0.00
Amendment No. 3	Contract Modification/Admin Increase	21,000
Amendment No. 4	Contract Modification – Scope Change	7,353
Amendment No. 5	Contract Modification/Admin Increase	3,000
Amendment No. 6	Contract Modification Scope Change	2,400
Amendment No. 7	Option 1 – Extension	140,020
Amendment No. 8	Contract Modification/Admin Increase	4,875
Amendment No. 9	Option 2 – Extension	105,920
Amendment No. 10	30 Day Holdover	0.00
Amendment No. 11	Option 3/Contract Modification	41,000
Proposed Amendment No. 12	Increase Contract/Month to month max 12 months	141,000
Total Revised Contract Amount		\$686,008