

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	16356	Agenda Number	44.
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Meeting Date:	August 2, 2012
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Department:	Purchasing
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Subject

Authorize award and execution of Amendment No. 3 to a contract with GMSL CONSULTING LLC, dba CENTEX SHRED, for confidential document destruction services for the Austin Police Department, the Emergency Medical Services Department, and the Municipal Court Department to extend the contract for three 12-month extension options in an amount not to exceed \$16,762.50 per extension option, for a revised total estimated contract amount not to exceed \$100,272.50.

Amount and Source of Funding

Funding in the amount of \$1,930 is available in the Fiscal Year 2011-2012 Operating Budget of the Austin Police Department. Funding in the amount of \$245 is available in the Fiscal Year 2011-2012 Operating Budget of the Emergency Medical Services Department. Funding in the amount of \$619 is available in the Fiscal Year 2011-2012 Operating Budget of the Municipal Court Department. Funding for the remaining extension options 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:	
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For More Information:	Colleen Athey, Senior Buyer, 974-2938
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Boards and Commission Action:	
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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.

Additional Backup Information

This contract provides on-site document destruction services for APD, EMS, and the Municipal Court Department. GMSL Consulting, LLC collects and destroys on a monthly basis, confidential documents from locked/secured bins which are located at various City locations. The documents collected are confidential and/or proprietary in nature and consist of papers, films, photographs, blueprints, credit cards, microfiche, transparencies, computer disks, floppy disks, and videos.

This contract was competitively bid and awarded in 2009 for a 36-month base period in the amount of \$49,050 with three extension options. Amendment No. 1 was issued in December 2009 to increase the contract. Amendment 2 was issued in April 2010 for a Vendor name change. An administrative increase to the contract occurred in May 2010. This recommended Council action is to approve Amendment No. 3 for \$16,762.50 for the first extension option and the authorization to enter into the final two option periods for \$16,762.50 each when appropriate, for a final contract value of \$100,272.50.

Contract Summary

ACTION	DESCRIPTION	AMOUNT
Contract Award	Original 36-month contract	\$49,050.00
Amendment No. 1	Contract Increase	\$110.00
Amendment No. 2	Vendor Name Change	\$0.00
Administrative Increase	Contract Increase	\$825.00
Proposed Amendment No. 3	Exercise the first extension option	\$16,762.50
	Authorize the second extension option	\$16,762.50
	Authorize the third extension option	\$16,762.50
Total Contract Amount		\$100,272.50