

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	16741	Agenda Number	51.
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Meeting Date:	August 23, 2012
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Department:	Purchasing
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Subject

Authorize the award and execution of a 12-month requirements service agreement with FOREVER GREEN TROPICALS PLANT LEASING, INC., dba FOREVER GREEN, or the other qualified bidder of IFB-BV No. KDW0071, to provide landscaping services at the Combined Transportation, Emergency, and Communications Center facility in an estimated amount not to exceed \$19,240, with four 12-month extension options in an estimated amount not to exceed \$19,240 per extension option, for a total estimated contract amount not to exceed \$96,200.

Amount and Source of Funding

Funding in the amount of \$3,207 is available in the Fiscal Year 2011-2012 Operating Budget of Austin Energy. Funding for the remaining ten 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.

Purchasing Language:	Best evaluated bid received.
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Prior Council Action:	
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For More Information:	Terry Nicholson, Senior Buyer, 512-322-6586
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Boards and Commission Action:	Recommended by the Electric Utility Commission.
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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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Related Items:	
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Additional Backup Information

This service agreement will provide labor, equipment and supervision for the performance of grounds maintenance, mowing, landscaping and sprinkler maintenance and repair services at the Combined Transportation, Emergency, and Communications Center (CTECC). The contract will provide a consistent standard for landscaping and ground maintenance to ensure appropriate landscape management and lawn care. The Contractor will be also responsible for maintaining all equipment necessary for proper maintenance of this location. The Contractor's employees will be required to successfully pass the CTECC security screening process before they may work at this location.

The City intends to reduce emissions by promoting the use of cleaner-burning, reduced-emissions powered equipment on contracts for these types of services. The Austin Climate Protection Program staff has provided guidelines for emissions reduction, which were included in this solicitation. As part of the City's Responsible (Green) Purchasing Program, and in order to determine the best value to the City, bid evaluation criteria includes cost, a list of alternative fuel equipment that will be used on City property, and documented knowledge of landscaping best practices that reduce green-house gas emissions and water use. Additionally, this contract represents an implementation of landscaping best practices and a scope of work ensuring that hazardous chemicals are avoided and not allowed to pollute the City's waterways and watershed.

As specified in the Interdepartmental Service Agreement dated 1/1/03 and amended 5/7/08, between Austin Energy (AE) and City of Austin (COA) Communications and Technology Management (CTM), acting on behalf of CTECC, AE is responsible for providing all Facility Maintenance Services for CTECC facility. AE provides internal labor and manages contractors, and bills CTM for these services. CTM bills other owners according to their share of ownership as outlined in the Interlocal Agreement dated 8/14/01 between the COA, the Texas Department of Transportation, the Travis County Sheriff's Office and the Capital Metropolitan Transportation Authority which defines CTECC as a jointly-owned facility: COA 80%; Travis County 20%.

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: 20/16

MBE/WBE bid: 1/0

BID TABULATION

IFB-BV No. KDW0071

Landscaping Services at CTECC Facility

<u>Vendor</u>	<u>Total Bid-Annual Service</u>
Forever Green Austin, TX	\$19,240.00
Maldonado Nursery & Landscaping, Inc. (MBE) Austin, TX	\$21,774.36

A best value invitation for bid process was used for this solicitation. An Austin Energy team with expertise in landscaping and grounds keeping including sustainability evaluated the bids for the best value to the City. Evaluation criteria included experience, equipment, sustainable business practices and total evaluated cost.

A bid tabulation is on file in the Purchasing Office and is on the City of Austin, FASD Purchasing Office website.

PRICE ANALYSIS

- a. Adequate competition.
- b. Two hundred and two notices were sent including 20 MBEs and 16 WBEs. Two bids were received including one MBE, with no response from the WBEs.
- c. The pricing offered represents a 13% decrease from previous contract awarded in April 2006. The decrease is due to the competitive process used.

APPROVAL JUSTIFICATION

- a. Best evaluated bid received. Forever Green is not the current provider of this service.
- b. The Purchasing Office concurs with Austin Energy's recommended award.
- c. Advertised on the Internet.