

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	22208	Agenda Number	23.
---------------------	----------	-------	---------------	-----

Meeting Date:	March 21, 2013
---------------	----------------

Department:	Purchasing
-------------	------------

Subject

Authorize award and execution of a 24-month requirements service contract with AMERICAN FACILITY SERVICES, INC., to provide janitorial services at six Austin Water Utility facilities in an estimated amount not to exceed \$582,460, with two 12-month extension options in an estimated amount not to exceed \$291,230, per extension option, for a total estimated contract not to exceed \$1,164,920.

Amount and Source of Funding

Funding in the amount of \$145,615 is available in the Fiscal Year 2012-2013 Operating Budget of the Austin Water Utility. Funding for the remaining 18 months of the initial 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:	Lowest bid received.
----------------------	----------------------

Prior Council Action:	
-----------------------	--

For More Information:	Stephen Aden, Purchasing Manager, 972-4040
-----------------------	--

Boards and Commission Action:	Recommended by the Water and Wastewater Commission.
-------------------------------	---

Related Items:	
----------------	--

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 will provide year round janitorial services Monday through Friday at six Austin Water Utility facilities to include, Waller Creek Center; East Service Center; North Service Center; Webberville Service Center; Glen Bell Service Center; and Govalle Occupational Development and Support Center. The Contractor is required to provide all labor and equipment, as well as most of the supplies necessary to perform daily cleaning of all areas inside the buildings and around the immediate areas of the exterior of the buildings.

The daily duties include services such as cleaning and disinfecting restrooms, kitchens, and break rooms, cleaning of all floors and furniture, empty and collection of all waste containers, set-up of conference rooms, and cleaning of all glass partitions, walls, or doors inside and out. The contract includes other maintenance services that will be required on a weekly, monthly, quarterly, semi-annual, and annual basis. All exterior windows will be cleaned once per year.

The City will make products available for the Contractor to replace or refill hygiene products for the restrooms. The Contractor will be required to use cleaning supplies that are Green Seal or EcoLogo certified products. Green Seal works with manufacturers, industry sectors, purchasing groups and governments at all levels to "green" the production and purchasing chain. It utilizes a life-cycle approach that evaluates a product or service beginning with material extraction, continuing with manufacturing and use, and ending with recycling and disposal. Products only become Green Seal certified after rigorous testing and evaluation, including on-site plant visits. EcoLogo is a founding member of the Global EcoLabeling Network (GEN), an association of third-party environmental performance labeling organization dedicated to improving and promoting the eco-labeling of products and services that utilizes a multi-attribute criteria certification program developed based on the lifecycle of product and services.

MBE/WBE solicited: 18 / 17

MBE/WBE bid: 1 / 0

BID TABULATION

IFB NO. STA1052

**JANITORIAL/CUSTODIAL AND MAINTENANCE SERVICES
(12 Line Items)**

<u>VENDOR</u>	<u>TOTAL BID</u>
American Facility Services, Inc. Alpharetta, GA	\$291,230.00
International Building Services Austin, TX	\$371,200.00
TFOM Corporation (MBE) Austin, TX	\$409,637.00
K-B Contract Cleaning, Inc. Austin, TX	\$439,173.00
Villeda Building Service, LLC Pflugerville, TX	\$522,569.56
Member's Building Maintenance, LLC Dallas, TX	\$537,948.94

AHI Facility Services Dallas, TX	\$578,273.04
ISS Facility Services Austin, TX	\$601,157.36
Kemp & Sons General Services Inc. Fort Worth, TX	\$611,633.00
Kleen-Tech Services Corporation Denver, CO	\$686,539.00
CTJ Maintenance, Inc. Irving, TX	\$694,487.00
Building Stars Austin, TX	\$828,234.00

A complete 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. Three hundred sixty-eight notices were sent including 18 MBE and 17 WBE firms. Twelve bids were received with one MBE responding. Two "No Bid" responses were received.
- c. The pricing offered represents a 3% decrease from the previous contract awarded April 2010.

APPROVAL JUSTIFICATION

- a. Lowest bid. American Facility Service is the current contractor at the Waller Creek Center.
- b. The Purchasing Office concurs with the Austin Water Utility's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.