

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

22760

Agenda Number

29.

Meeting Date:

March 21, 2013

Department:

Purchasing

## Subject

Authorize award, negotiation, and execution of a 12-month requirements service contract with CORIX UTILITIES, or the other qualified offeror to RFP No. OPJ0103, to provide manual meter reading and other related services for Austin Energy and the Austin Water Utility, in an estimated amount not to exceed \$3,600,000, with four 12-month extension options in an estimated amount not to exceed \$3,600,000 per extension option, for a total estimated contract amount not to exceed \$18,000,000.

## Amount and Source of Funding

Funding in the amount of \$1,800,000 is available in the Fiscal Year 2012-2013 Operating Budget of Austin Energy. Funding for the remaining six 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 proposal.

Prior Council  
Action:For More  
Information:

Oralia Jones, Senior Buyer /322-6594

Boards and  
Commission  
Action:

Recommended by the Water and Wastewater Commission. To be reviewed by the Electric Utility Commission on March 18, 2013.

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 manual meter reading services for electric and water utility meters as well as other meter related activities. The contractor will provide services on a daily basis for a timely, accurate and efficient reading of all assigned water and electric utility meters serviced by the City of Austin. The contractor will be responsible for all water meter billing reads and a small portion of the electric meter reads that are manually read. The contractor will also provide related services such as verification of the automated meter read information and delivery of 24-hour disconnect notices.

An evaluation team consisting of representatives from Austin Energy and Austin Water Utility with expertise in this area evaluated the proposals and unanimously chose this proposal as the best to provide these services. Evaluation criteria used to evaluate the proposals included cost, an understanding of the requirements, demonstrated applicable experience in meter reads and soft services, qualifications and equipment.

This request allows for the development of an agreement with a qualified offeror that Council selects. If the City is unsuccessful negotiating a satisfactory agreement with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that Council may select another qualified offeror and authorize contract negotiations with this provider.

MBE/WBE solicited: 0/0

MBE/WBE bid: 0/0

#### **PRICE ANALYSIS**

- a. Adequate competition.
- b. Thirty-three notices were sent. There are no known MBE /WBEs for this commodity code. Three proposals were received.

#### **APPROVAL JUSTIFICATION**

- a. Best evaluated proposal. Corix Utilities is the current provider of this service.
- b. The Purchasing Office concurs with Austin Energy's recommended award.
- c. Advertised on the Internet.