

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

25251

Agenda Number

56.

Meeting Date:

June 27, 2013

Department:

Purchasing

Subject

Authorize award and execution of two 36 month requirements service agreements with CASTLEVIEW PRODUCTIONS, or one of the other qualified offerors to RFP No. SDC0009 for videography services in an amount not to exceed \$116,025 with three 12-month extension options in an amount not to exceed \$38,675 per extension option for a total contract amount not to exceed \$232,050; and with HENNIG PRODUCTIONS, for photography services in an amount not to exceed \$30,345 with three 12-month extension options in an amount not to exceed \$10,115 per extension option for a total contract amount not to exceed \$60,690.

Amount and Source of Funding

Funding in the amount of \$13,040 is available in the Fiscal Year 2012-2013 Operating Budget of the Austin Resource Recovery Department. Funding for the remaining 4 months of the original contract period and for the 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 proposals received.

Prior Council
Action:For More
Information:

Steve Cocke, Buyer II 974-2003

Boards and
Commission
Action:

June 12, 2013 - Approved by the Zero Waste Advisory Commission on a 5-0 vote with Commissioners Paine and Ochoa-Gonzalez absent.

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

Austin Resource Recovery's Strategic Initiatives Division is responsible for coordinating, managing, document and support the educational, promotional, marketing, and archival efforts of the Austin Resource Recovery Department (ARR). Part of this responsibility is to collect and maintain videos and/or photos to document and promote a myriad of events, activities, operations, equipment and employees. These services will provide ARR the ability to collect, maintain and utilize videography and photography services for education and promotional efforts.

MBE/WBE solicited: 31/14

MBE/WBE bid: 0/1

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

PRICE ANALYSIS

- a. Adequate competition.
- b. Four hundred twenty three notices were sent, including 31 MBE and 14 WBE firms. Ten proposals were received with no responses from MBEs and one response from WBEs.

APPROVAL JUSTIFICATION

- a. The proposals submitted by the recommended vendors meet the requirements of the Request for Proposal.
- b. The Purchasing Office concurs with ARR's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.