

A G E N D A



Recommendation for Council Action (Purchasing)

| | | | | |
|---------------------|----------|-------|---------------|-----|
| Austin City Council | Item ID: | 27658 | Agenda Number | 34. |
|---------------------|----------|-------|---------------|-----|

| | |
|---------------|-----------------|
| Meeting Date: | October 3, 2013 |
|---------------|-----------------|

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

Subject

Authorize award and execution of a 36-month requirements supply contract with GRAPHIC SOLUTIONS GROUP to provide decals for vehicles in an amount not to exceed \$472,723, with three 12-month extension options in an amount not to exceed \$173,486 for the first extension option, \$182,110 for the second extension option, and \$191,166 for the third extension option, for a total contract amount not to exceed \$1,019,485.

Amount and Source of Funding

Funding in the amount of \$150,000 is available in the Fiscal Year 2013-2014 Operating Budget of the Fleet Services Department. Funding for the remaining twenty four 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: | Sole Bid. |
|----------------------|-----------|

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

| | |
|-----------------------|------------------------------------------|
| For More Information: | Jonathan Dalchau, Buyer II, 512-974-2938 |
|-----------------------|------------------------------------------|

| | |
|-------------------------------|--|
| Boards and Commission Action: | |
|-------------------------------|--|

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

| | |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MBE / WBE: | This contract will be awarded in compliance with City Code Chapter 2-9D (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 supply contract will provide a constant source and assortment of decal supplies for vehicles in the City's fleet. The decal supplies will be purchased for use by Fleet Staff in producing specialty vehicle decals with a City-owned vehicle decal making machine. The vendor will supply Gerber and 3M manufactured decal supplies under the contract. The finished decal products will be applied to all City-owned vehicles, including those utilized by AFD, APD, and EMS. These decal supplies are necessary to complete the make ready stage when deploying new City-owned vehicles, when units are transferred from one department or division to another, and to replace decals that are damaged through normal wear and tear.

The supplies will also be used to make decals for the 17 local government agencies and political subdivisions authorized by Council to enter into interlocal agreements (ILAs) with the Fleet Services Department. Fleet Services will furnish decals, supplies, materials, and labor needed to install and remove decals on vehicles and equipment owned and operated by the governmental agencies and political subdivision after the ILAs are executed. Each entity will reimburse Fleet Services for a set rate based on the cost of materials and the City's shop rate which may be adjusted when needed.

The supplies will be ordered on an as needed basis.

MBE/WBE solicited: 4/10

MBE/WBE bid: 0/0

BID TABULATION:
IFB (Best Value) JRD0000
Decal Making Supplies

Vendor

Total Price for List of
Sample Parts

Graphic Solutions Group
Dallas, TX

\$36,091

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. Two Hundred Fifteen notices were sent, including 4 MBEs and 10 WBEs. One Bid was received with no MBEs/WBEs responding.
- c. The pricing offered reflects a 25% increase when comparing similar items to the last contract award in May 2007. Factors affecting the price increase are increases in the consumer price index by 41%, crude oil price index by 61%, and salt prices by 16%. PVC, a primary component in reflective decal materials, is composed of chlorine (derived from industrial salt) and carbon (derived from oil).

APPROVAL JUSTIFICATION

- a. Best evaluated bid received.
- b. The Purchasing Office concurs with the Fleet Services Division's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.