

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	27841	Agenda Number	47.
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Meeting Date:	October 3, 2013
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Department:	Purchasing
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## Subject

Authorize recurring Procurement Card expenditures to conduct routine City of Austin business with multiple agencies and vendors in separate amounts not to exceed totals listed below and a total expenditure amount not to exceed \$2,270,000.

## Amount and Source of Funding

Funding is available in the Fiscal Year 2013-2014 Operating Budgets for various City Departments.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Exempt Purchases - Procurement Card
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Prior Council Action:	
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For More Information:	Mike Benson, Chief Administrative Officer / 974-2032
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Boards and Commission Action:	N/A - Budget review handled separately.
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Related Items:	
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MBE / WBE:	These expenses will be expended 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.
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## Additional Backup Information

The City routinely makes small dollar purchases on an annual basis that individually are under the State of Texas competitive procurement law, but cumulatively exceed the City Manager's purchasing authority.

The Purchasing Card program has been established to streamline the purchasing and payment process for small dollar transactions. To the extent possible, these transactions will be reviewed, and where appropriate, incorporated into the competitive solicitation and award process. The following table identifies the anticipated agency and vendor, and provides the estimated amount to be expended for Fiscal Year 2013-2014. Estimated FY14 amounts and average transaction size listed below is based off of FY13 historical data. It is anticipated that a similar RCA will be brought forward each fiscal year.

Vendor	Description	Amount
<b>Procurement Card: multiple small dollar purchases citywide</b>		
A List Embroidery	Average transaction size \$ 613: Austin Energy; caps and work shirts	\$ 75,000
Academy Sports	Average transaction size \$ 141: Misc across multiple departments but primarily sports items for PARD and work pants for AWU	\$ 75,000
ACD Construction	Average transaction size \$ 2,448: Austin Energy; small projects and moving of furniture.	\$ 60,000
Ace Contractors Supply	Average transaction size \$ 289: Misc across multiple departments but primarily PARD; misc. tools and building materials	\$ 75,000
Altex Electronics L T D	Average transaction size \$ 191: Multiple departments; mostly cabling, also other misc. small electronic items	\$ 100,000
Amazon	Average transaction size \$ 82: Multiple departments; misc. items.	\$ 150,000
Austin Macfab Inc	Average transaction size \$ 515: Multiple departments, mostly Fleet and Austin Water; small repairs and misc. parts.	\$ 100,000
Austin Tool Inc	Average transaction size \$ 262: Multiple departments, mostly Austin Energy and Austin Water; misc. tools.	\$ 75,000
Best Buy	Average transaction size \$ 321: Multiple departments; misc. electronic/computer equipment	\$ 125,000

BSN Sport Supply Group	Average transaction size \$ 770: PARD; misc. sports equipment for various rec centers	\$ 75,000
Competitive Choice Inc	Average transaction size \$ 402: Austin Energy; Maximo inventory purchases	\$ 75,000
Esco Supply/Ferguson #	Average transaction size \$ 318: Multiple departments, primarily Austin Energy and Austin Water; pipes, fittings and other misc. parts.	\$ 75,000
Ewing Irrigation Products Inc	Average transaction size \$ 215: PARD; pipes fittings and other irrigation parts	\$ 60,000
Freightliner Of Austin	Average transaction size \$ 197: Fleet; vehicle parts	\$ 60,000
Fry's Electronics	Average transaction size \$ 218: Multiple departments; misc. electronic/computer equipment	\$ 60,000
Hamilton Electric Works Inc	Average transaction size \$ 298: Multiple departments; primarily motors and belts	\$ 75,000
HEB Grocery Company, LP	Average transaction size \$ 61: Multiple departments; primarily food for meetings, CORE events or public events at rec centers and libraries	\$ 100,000
Holt Cat Austin	Average transaction size \$ 805: Primarily Austin Resource Recover; repair service calls	\$ 100,000
Hull Supply Co Inc	Average transaction size \$ 400: Multiple departments; facility supplies	\$ 100,000
Lowe's Companies Inc	Average transaction size \$ 106: Multiple departments; small tools and hardware	\$ 60,000
MS Supply	Average transaction size \$ 295: Austin Energy; Maximo inventory purchases	\$ 175,000
Sams Club	Average transaction size \$ 166: Multiple departments, primarily PARD; food for rec centers	\$ 100,000

Southwest Airlines	Average transaction size \$ 293: Multiple departments; air travel City business	\$ 60,000
Travis Tractor & Lawn Equipment Inc	Average transaction size \$ 202: Multiple departments; parts and consumables for maintenance equipment	\$ 60,000
United Refrigeration Inc	Average transaction size \$ 224: Primarily Building Services; parts for maintenance repairs	\$ 75,000
Wal-Mart Stores, Inc.	Average transaction size \$ 84: Multiple departments; misc. items	\$ 125,000
		<u>\$ 2,270,000</u>