

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	27941	Agenda Number	49.
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Meeting Date:	October 3, 2013
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Department:	Purchasing
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Subject

Authorize award and execution of a 24-month requirements service agreement with EMERGE KNOWLEDGE DESIGN INC., or one of the other qualified offerors to RFP No. SDC0010 to design, develop and maintain a secure Web-based data collection and reporting system for Austin Resource Recovery in an amount not to exceed \$200,000, with four 12-month extension options in an amount not to exceed \$100,000 per extension option for a total contract amount not to exceed \$600,000.

Amount and Source of Funding

Funding in the amount of \$16,666 is available in the Fiscal Year 2012-2013 Operating Budget of the Austin Resource Recovery Department. Funding for the remaining two 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.
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Prior Council Action:	September 26, 2013 – Approved negotiation of contract.
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For More Information:	Steve Cocke, Buyer II, 512-974-2003
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Boards and Commission Action:	August 14, 2013 – Approved by the Zero Waste Advisory Commission.
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Related Items:	
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MBE / WBE:	This contract will be awarded in compliance with City Code Chapter 2-9C (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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Additional Backup Information

On November 4, 2010, the Austin City Council passed the Universal Recycling Ordinance (referred to as "URO") amending City Code Chapter 15-6 related to recycling (Ordinance No. 20101104-018). One of the requirements of the URO is for recyclable material generators to provide the City applicable data pertaining to waste streams, compliance reporting, and other general information pertaining to recycling ordinances and requirements. The data collected will be used to develop reports for review by City staff to help the City promote economic development, ensure compliance with the URO, develop innovative programs to assist the business community, and provide technical assistance to Austin-area companies. The data collected will enable the City to more accurately communicate progress towards Austin's Zero Waste goal of reducing materials sent to landfills by 90% by the year 2030.

This contract to design, develop and maintain a robust Web-based data management collection system will reduce paperwork, increase efficiency, and better serve the public. The multi-user Website will allow reporting forms to be electronically accessible and available online. While no information will be stored on City servers, and no access to City networks will be required, the contractor will be required to provide the appropriate database structures with flexible reports and data analysis capabilities.

Austin businesses generate approximately 75% of the materials sent to area landfills and recycling facilities. Without a contract in place it would impact staff's ability to effectively and efficiently monitor and enforce the Universal Recycling Ordinance and measure the City's progress towards Zero Waste in the business community. Using in-house COA additional staff, as an alternative solution to develop and implement data collection and reporting services would at least double the price submitted by the recommended vendor and would take a minimum of 12-18 months to develop.

This request allows for the development of an agreement with a qualified offeror that Council selects. If the City is unsuccessful in 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 that provider.

MBE/WBE solicited: 6/4

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Two hundred eighty seven notices were sent, including 6 MBE and 4 WBE firms. No proposals were received from the MBE/WBEs.

APPROVAL JUSTIFICATION

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