

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	29134	Agenda Number	49.
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Meeting Date:	December 12, 2013
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Department:	Purchasing
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Subject

Authorize award and execution of a 36-month requirements service contract with ON SITE AUTO TRIM INC. DBA AUSTIN AUTO INTERIORS, to provide upholstery repair services for vehicles and equipment for the Fleet Services Department in an amount not to exceed \$144,863, with three 12-month extension options in an amount not to exceed \$53,093 for the first extension option, \$55,698 for the second extension option, and \$58,433 for the third extension option, for a total contract amount not to exceed \$312,087.

Amount and Source of Funding

Funding in the amount of \$38,333 is available in the Fiscal Year 2013-2014 Operating Budget of the Fleet Services Department. Funding for the remaining 26-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
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Prior Council Action:	
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For More Information:	Jonathan Dalchau, Buyer II, 512-974-2938
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Boards and Commission Action:	
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Related Items:	
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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.
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Additional Backup Information

This contract will provide upholstery repair services for City vehicles and equipment. The contractor will provide upholstery repair services, with associated parts and materials, to supplement the repairs performed by the Fleet Service Centers. This contract is necessary to provide the Fleet Service Centers with a reliable and continuous source of upholstery repair services.

In order to determine the best value to the City, evaluation criteria included an hourly labor rate for upholstery repair, a round-trip pick-up and delivery fee, a replacement services charge for seat covers, back rests, and automotive cushions, a rebuild or replacement fee for various types of seats and backrests, and the Vendor's proximity to the State Capitol.

This request allows for the execution of a contract with a bidder, who provides the best value to the City, that Council selects. If this bidder does not execute a contract with the City, staff will return to Council so that Council may select another best value bidder and authorize a contract with this bidder.

MBE/WBE solicited: 3/0

MBE/WBE bid: 0/0

BID TABULATION
IFB (Best Value) JSD0220REBID
Upholstery Repair Services
(20 line items)

Vendor

Total Price for List of
Sample Parts

Austin Auto Interiors
Round Rock, TX

\$81,747

Tom T's Auto Interiors
San Antonio, TX

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* This vendor did not meet the scope of work requirements established in the solicitation documentation.

A copy of the complete bid tabulation is on file in the Purchasing Office and on the City of Austin, FASD Purchasing website.

PRICE ANALYSIS

- a. Adequate competition.
- b. Thirty-five notices were sent, including 3 MBEs and 0 WBEs. Two bids were received with no MBEs/WBEs responding.
- c. The pricing offered reflects a 16% increase when comparing similar items to the last contract award in November 2010.

APPROVAL JUSTIFICATION

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