

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council - Commissioner's Court Meeting		Item ID:	34243	Agenda Number	65.
Meeting Date:	August 7, 2014				
Department:	Purchasing				
Subject					
Authorize award, negotiation, and execution of a 24-month requirements service agreement with UNIFIRST CORPORATION to provide floor mat rental services for various City of Austin departments in an amount not to exceed \$75,114, with three 12-month extension options in an amount not to exceed \$37,557 per extension option, for a total contract amount not to exceed \$187,785.					
Amount and Source of Funding					
Funding in the amount of \$6,258 is available in the Fiscal Year 2013-2014 Operating Budget of the Aviation, Parks and Recreation, and Water Utility Departments. Funding for the remaining 34-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 received.				
Prior Council Action:					
For More Information:	Terry V. Nicholson, Sr. Buyer Specialist, 512-974-2995				
Boards and Commission Action:	July 9, 2014 - Recommended by the Water & Wastewater Commission on a 6-0 vote. July 8, 2014 - Approved by the Austin Airport Advisory Commission on a 6-0 vote.				
Related Items:					
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 contract.				
Additional Backup Information					

This contract will provide rental of walk-off floor mats placed at the entrances and/or exits of various City buildings. This contract will service the Aviation Department, Parks and Recreation Department, and the Water Utility Offices to help reduce the tracking of dirt into City buildings. This service shall include the Contractor to regularly pick up the soiled mats and replace with clean mats, including cleaning services of all floor mats. This service will be provided in accordance with the agreed upon schedule for each individual department.

MBE/WBE solicited: 1/0

MBE/WBE bid: 0/0

**BID TABULATION**

Floor Mat Rental Services

IFB TVN1006

6 line items

**Vendor**

Unifirst Corporation  
Austin, TX

**Annual Cost**

\$37,557.00

**PRICE ANALYSIS**

- a. Sole bid/proposal.
- b. Eleven notices were sent including 1 MBE. There are no known WBE's for this commodity code. One bid was received with no response from the MBE.
- c. The pricing offered represents a 16% increase to the last contract established in May of 2008. The increase in cost is due to an overall increase for this commodity of over 22% according to the PPI.

**APPROVAL JUSTIFICATION**

- a. Sole bid. Unifirst is the current provider of these services.
- b. The Purchasing Office concurs with the Parks and Recreation Department's recommended award.
- c. Advertised in the Austin American Statesman and on the Internet.