

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	41849	Agenda Number	18.
Meeting Date:	March 26, 2015			
Department:	Purchasing			
Subject				
Authorize award and execution of a 24-month contract with UCS FACILITY SERVICES to provide maintenance and custodial services for Austin Water Utility in an amount not to exceed \$1,245,648, with two 12-month extension options in an amount not to exceed \$622,824 per extension option, for a total contract amount not to exceed \$2,491,296.				
Amount and Source of Funding				
Funding in the amount of \$311,412 is available in the Fiscal Year 2014 – 2015 Operating Budget of the Austin Water Utility. Funding for the remaining 18 months of the initial contract period and extension options are contingent upon available funding in future budgets.				
Fiscal Note				
There is no unanticipated fiscal impact. A fiscal note is not required.				
Purchasing Language:	Lowest bid meeting specifications.			
Prior Council Action:				
For More Information:	Irene Sanchez-Rocha, Senior Buyer, 512-972-0048			
Boards and Commission Action:	March 11, 2015 - Recommended by the Water and Wastewater Commission on a vote of 7-0.			
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 solicitation.			

### Additional Backup Information

The contract will provide maintenance and custodial services at Austin Water facilities including Waller Creek Center, Webberville Service Center, Glen Bell Service Center, East Service Center, North Service Center, Davis Water Treatment Plant, Travis Water Treatment Plant IV, and Govalle Training Center, as well as multiple future sites. The services have been performed by a contracted vendor for over 10 years. The last time an evaluation of these services being performed in house was done in May 2013.

The contractor shall provide all labor and equipment as well as most of the supplies necessary to perform daily maintenance and cleaning of all areas inside the buildings and around the immediate areas of the exterior of the

buildings. The daily duties include services such as light bulb replacement, hanging up fixtures such as pictures and dry erase boards, moving office furniture, disassembling and moving modular walls, HVAC filter replacement, cleaning and disinfecting restrooms, kitchens, and break rooms, emptying and collecting all waste containers, furniture cleaning and dusting as well as cleaning of all glass partitions, walls, doors inside and out and set-up of conference rooms. Additionally, the contractor shall provide maintenance and custodial services that are required on a monthly, quarterly, semi-annual and annual basis including but not limited to steam-cleaning all entry area rugs and mats as well as carpet, cleaning and polishing all marble floors and tiles, sweeping and mopping all stairways. The contractor will use Green Seal or EcoLogo certified products.

The contractor offers full time employees a benefits package which includes health, dental, vision and a retirement package. The living wage provision was addressed at the pre-bid meeting and has been confirmed by the contractor that they offer an amount that is not lower than the City's living wage.

The existing contracts will expire on April 30, 2015 and February 7, 2016.

MBE/WBE solicited: 35/7

MBE/WBE bid: 0/0

**BID TABULATION**

IFB No. ISR0003

**MAINTENANCE AND CUSTODIAL SERVICES  
(24 line item)**

<b><u>VENDOR</u></b>	<b><u>TOTAL BID</u></b>
UCS Facility Services Austin, TX	\$622,824
ISS Facility Services Austin, TX	\$726,926
Mendoza Maintenance Group, Inc. Laredo, TX	\$756,600
International Building Services Austin, TX	*
Varsity Facility Services Salt Lake City UT	**
American Facility Services Inc. Alpharetta, GA	***

\*Non-responsive

\*\*Withdrew bid

\*\*\*Non-responsive, incomplete bid

(Note: Quantities and total bid shown above are for a 12 month period)

A complete bid tabulation is on file in the Purchasing Office and is on the City's Financial Services Austin Finance

Online website at: [http://ci.austin.tx.us/financeonline/vendor\\_connection/solicitation/search.cfm](http://ci.austin.tx.us/financeonline/vendor_connection/solicitation/search.cfm)

**PRICE ANALYSIS**

- a. Adequate competition.
- b. 480 notices were sent, including 35 MBEs and seven WBE firms. Six bids were received, with no response from the MBEs/WBEs.
- c. The pricing offered represents an average of 21.6% increase from the previous contract awarded July 15, 2013.

**APPROVAL JUSTIFICATION**

- a. Lowest bid meeting specifications.
- b. The Purchasing Office concurs with the Austin Water's recommended award.
- c. Advertised in the Austin American Statesman and on the Internet.