

AGENDA



Recommendation for Council Action

AUSTIN CITY COUNCIL

Regular Meeting: April 12, 2018

Item Number: 018

Purchasing Office

Authorize negotiation and execution of a multi-term contract through the National Joint Powers Alliance cooperative purchasing program with Wright Express Financial D/B/A Wright Express, to provide fuel credit cards and credit card services, for up to 39 months for a total contract amount not to exceed \$2,221,000. (Note: This procurement was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this procurement, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

Lead Department	Purchasing Office.
Fiscal Note	Funding in the amount of \$341,700 is available in the Fiscal Year 2017-2018 Operating Budget of Fleet Services. Funding for the remaining contract term is contingent upon available funding in future budgets.
Purchasing Language	Multiple cooperative purchase programs were reviewed for these services. The Purchasing Office has determined this contractor best meets the needs of the department to provide the services required at the best value for the City.
For More Information	Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or AgendaOffice@austintexas.gov or to the buyer, Erika Larsen, at 512-974-3127 or Erika.Larsen@Austintexas.gov .
Client Department(s)	Fleet Services.

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Additional Backup Information:

The contract is for the purchase of fuel credit card services to be used by various City departments. These cards will provide access for fueling at commercial retail fueling facilities in areas of Austin, surrounding counties, and other locations where the City does not currently have City-owned fueling facilities. In addition, the contract will provide the City the ability to track and verify transaction data from each credit card.

The contract will replace the current contract, which expires May 31, 2018. The requested authorization amounts for the contract were determined by using departmental estimates based on historical spend. A small growth in the annual authorization amounts were factored in to account for future acquisitions. The recommended provider is not the current provider of these services.

The National Joint Powers Alliance cooperative establishes competitively bid contracts that can be utilized by the State and other government agencies through a cooperative agreement. Cooperative agreements save taxpayer dollars by leveraging the State's volume-buying power to drive down costs on hundreds of contracts through a streamlined cooperative purchasing program.

If the City is unable to secure a contract, the City will have limited resources for fueling its vehicles throughout the City and surrounding areas. In addition, this could also have an impact on motorcycles used by Austin Police Department since premium fuel is used and Fleet Services does not have this commodity at any City owned fueling facilities.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	27 months	\$1,537,615
Optional Extension 1	12 months	\$ 683,385
TOTAL	39 months	\$2,221,000

Note:Contract Authorization amounts are based on the City's estimated annual usage.