

AGENDA



Recommendation for Council Action

AUSTIN CITY COUNCIL

Regular Meeting: June 14, 2018

Item Number: **039**

Purchasing Office

Authorize negotiation and execution of a multi-term cooperative contract with Facilities Resource Inc. (WBE/FW), to provide on-site space planning and related services, for up to two years for a total contract amount not to exceed \$380,000. (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 \$63,333 is available in the Fiscal Year 2017-2018 Operating Budget of Austin Energy. 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, and multiple vendors within this cooperative purchasing program 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 < mailto:AgendaOffice@austintexas.gov > or to Paula Barriffe, at 512-322-6118 or Paula.Barriffe@austinenergy.com < mailto:Paula.Barriffe@austinenergy.com >.
Council Committee, Boards and Commission	May 21, 2018 - Recommended unanimously by the Electric Utility Commission on a 9-0 vote with two vacancies.

Action	
Client Department(s)	Austin Energy.

Additional Backup Information:

The contract is to provide on-site space planning and related services, including permit plans, Auto-Cad services, and computer-aided facilities management administration. Computer-aided facility management is the support of facility management by information technology and provides the facility manager with administrative tools and the ability to track, manage, report, and plan facilities operations. The contractor will provide these services for 15 Austin Energy building sites with approximately one million square feet and over 1,700 employees with diverse commercial and industrial requirements.

The Texas SmartBuy 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.

Austin Energy strives to create quality work environments conducive to teamwork and collaboration. It receives daily requests for space assessments and space planning that require a 24 to 36 hour response time. Additionally, Austin Energy has developed a facility master plan identifying future office locations, relocation of employees, and reconfiguration of existing office space to accommodate its growing needs. Without this contract, Austin Energy will be unable to implement its facility master plan and will not be able to support its daily space planning needs.

Contract Detail:

Contract Term	Length	Contract of Term Authorization
Initial Term	1 yr.	\$190,000
Optional Extension 1	1 yr.	\$190,000
TOTAL	2 yrs.	\$380,000

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