

**AGENDA**



**Recommendation for Council Action**

**AUSTIN CITY COUNCIL**

**Regular Meeting: June 14, 2018**

Item Number: **053**

**Purchasing Office**

Authorize award and execution of a multi-term contract with H2O Car Wash Express LLC, D/B/A Genie Car Wash, to provide vehicle cleaning and washing services for city-owned vehicles in south-central Austin, for up to five years for a total contract amount not to exceed \$350,000. (Note: This solicitation 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 solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

<b>Lead Department</b>	Purchasing Office.
<b>Fiscal Note</b>	Funding in the amount of \$17,525 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.
<b>Purchasing Language</b>	The Purchasing Office issued an Invitation for Bids (IFB) 7800 ELL0064 for these services. The solicitation issued on March 26, 2018 and it closed on April 12, 2018. Of the two offers received, the recommended contractor submitted the lowest responsive offer. A complete solicitation package, including a tabulation of the bids received, is available for viewing on the City’s Financial Services website, Austin Finance Online. Link: <a href="https://www.austintexas.gov/financeonline/vendor_connection/solicitation/solicitation_details.cfm?sid=124528">Solicitation Documents &lt;https://www.austintexas.gov/financeonline/vendor_connection/solicitation/solicitation_details.cfm?sid=124528&gt;</a> .
<b>For More Information</b>	Inquiries should be directed to the City Manager’s Agenda Office, at 512-974-2991 or <a href="mailto:AgendaOffice@austintexas.gov">AgendaOffice@austintexas.gov</a> <mailto:AgendaOffice@austintexas.gov> NOTE: Respondents to this solicitation, and their representatives,

	shall continue to direct inquiries to the solicitation's Authorized Contact Person: Erika Larsen, at 512-974-3127 or <a href="mailto:Erika.Larsen@austintexas.gov">Erika.Larsen@austintexas.gov</a> <mailto:Erika.Larsen@austintexas.gov>.
<b>Client Department(s)</b>	Fleet Services.

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**Additional Backup Information:**

The contract is for full-service cleaning and washing services of over 5,000 City owned vehicles in the south and central geographic zones of the City. The full-service wash will be performed by contractor supplied attendants on sedans, light duty trucks, and vans. Full service washes will include interior cleaning such as vacuuming, cleaning of seats, windows and mirrors, and exterior cleaning such as wiping and hand drying vehicles. The contract will also be used for police patrol sedans which require special interior deep cleaning and sanitizing to remove the threat of bio-waste hazards, harmful microorganisms, and odors.

This contract replaces an existing contract, which expired on May 22, 2018. The requested authorization amount for this contract was determined using departmental estimates based on historical spend. Fleet does not have the staffing or equipment to perform this service and it is important to have multiple locations to reduce downtime for City vehicles, especially Austin Police Department's vehicles which require specialized cleanings.

**Contract Detail:**

<b>Contract Term</b>	<b>Length</b>	<b>Contract of Term Authorization</b>
Initial Term	2 yrs.	\$140,000
Optional Extension 1	1 yr.	\$ 70,000
Optional Extension 2	1 yr.	\$ 70,000
Optional Extension 3	1 yr.	\$ 70,000
<b>TOTAL</b>	<b>5 yrs.</b>	<b>\$350,000</b>

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