



## Recommendation for Action

**File #:** 18-3983, **Agenda Item #:** 24.

1/31/2019

### **Posting Language**

Authorize award of a multi-term contract to Austin Mobile Locksmith, LLC, to provide locksmith services, for up to five years for a total contract amount not to exceed \$890,000.

(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 an insufficient number of certified M/WBEs; therefore, no subcontracting goals were established).

### **Lead Department**

Purchasing Office.

### **Client Department(s)**

All City departments.

### **Fiscal Note**

Funding in the amount of \$118,667 is available in the Fiscal Year 2018-2019 Operating Budget of various City departments. Funding for the remaining contract term is contingent upon available funding in future budgets.

### **Purchasing Language:**

The Purchasing Office issued an Invitation for Bids (IFB) 8200 GLB1009 for these services. The solicitation issued on October 8, 2018 and it closed on October 25, 2018. Of the two offers received, the recommended contractor submitted the only responsive offer. A complete solicitation package, including a tabulation of the bid received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link:

[Solicitation Documents](#)

[https://www.austintexas.gov/financeonline/account\\_services/solicitation/solicitation\\_details.cfm?sid=126671](https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=126671).

### **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) <<mailto:AgendaOffice@austintexas.gov>>

NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Georgia Billela, at 512-974-2939 or [Georgia.Billela@austintexas.gov](mailto:Georgia.Billela@austintexas.gov) <<mailto:Georgia.Billela@austintexas.gov>>.

### **Council Committee, Boards and Commission Action:**

January 9, 2019 - Recommended by the Water and Wastewater Commission on a 9-0 vote.

### **Additional Backup Information:**

The contract will provide locksmith services for the City. Services include maintenance, repair, and replacement parts for various types of security locking hardware including mechanical locks and electronic locks on an as-needed basis to ensure employee and public safety on City premises.

This contract replaces the current contract which expires on February 15, 2019. The requested authorization amounts were determined using historical spend, the inclusion of additional departments on the contract, and an allowance for increase in future years.

The recommended contractor is not the current provider of these services. The services provided under this contract will comply with all City and Federal guidelines as they relate to security locking hardware maintenance and repair.

**Contract Detail:**

<b><u>Contract Term</u></b>	<b><u>Length of Term</u></b>	<b><u>Contract Authorization</u></b>
Initial Term	2 yrs.	\$356,000
Optional Extension 1	1 yr.	\$178,000
Optional Extension 2	1 yr.	\$178,000
Optional Extension 3	1 yr.	\$178,000
<b>TOTAL</b>	<b>5 yrs.</b>	<b>\$890,000</b>

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