



Water & Wastewater Commission Review and Recommendation

Commission Meeting Date:	May 6, 2020	COA Strategic Direction:	Health and Environment
Council Meeting Date:	June 4, 2020		
Department:	Purchasing		
Client:	Danielle Lord, Rick Coronado, Anna Bryan-Borja		
Agenda Item			
Recommend approval to award a multi-term contract with United Rentals (North America) Inc. D/B/A United Rentals Inc., to provide the rental of portable toilets, for up to five years for a total contract amount not to exceed \$1,575,000. Austin Water’s requested authorization is \$35,000.			
Amount and Source of Funding			
Funding in the amount of \$2,334 is available in the Fiscal Year 2019-2020 Operating Budget of Austin Water. 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) 8600 SLW1038 for these services. The solicitation issued on February 3, 2020 and it closed on February 25, 2020. Of the six 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: Solicitation Documents .		
Prior Council Action:	N/A		
Boards and Commission Action:	May 6, 2020 – To be reviewed by the Water and Wastewater Commission. May 13, 2020 – To be reviewed by the Zero Waste Advisory Commission.		
MBE/WBE:	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.		

Austin Water construction rehab services and Facility Management Division utilize this contract. The contract will provide rental, delivery, maintenance, and service of portable toilets for various City departments. The portable toilets will be rented on an annual, monthly, weekly, or daily basis to include holidays, weekends, and special events. Accessibility and use of the portable toilets will be available to handicapped and non-handicapped citizens for special events where permanent restroom facilities are unavailable.

The current contract expires September 18, 2020. The requested authorization amount was determined using departmental estimates based on historical spend and future usage.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	3 yrs.	\$ 945,000
Optional Extension 1	1 yr.	\$ 315,000
Optional Extension 2	1 yr.	\$ 315,000
TOTAL		\$1,575,000

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

PRICE ANALYSIS

- a) Solicitations: 43 notices were sent, including 0 MBE and 2 WBE firms with no M/WBE firms responding.
- b) Cost Analysis: The proposed contract represents a 34% increase; the index and market supports up to a 38% increase.