Purchasing Supply Agreement CITY OF AUSTIN RECOMMENDATION FOR COUNCIL ACTION

AGENDA ITEM NO.: 24 AGENDA DATE: Thu 03/11/2004

PAGE: 1 of 2

<u>SUBJECT:</u> Authorize execution of a 12-month supply agreement with MILLER UNIFORMS & EMBLEMS, INC., Austin, TX for work shirts in an amount not to exceed \$87,726, with two 12-month extension options in an amount not to exceed \$87,726 per extension option, for a total agreement amount not to exceed \$263,178.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$43,863 is available in the Fiscal Year 2003-2004 Approved Operating Budget of the Electric Utility Department. Funding for the remaining six months of the original contract period and extension options is contingent upon available funding in future budgets.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

REQUESTING Purchasing

DIRECTOR'S

DEPARTMENT: for Austin Energy;

AUTHORIZATION: Vickie Schubert

FOR MORE INFORMATION CONTACT: Dolores Castillo, Sr. Buyer/512-322-6466

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Low bidder meeting specifications of four bids received.

MBE / WBE: This contract will be awarded in compliance with Chapter 2-9 of the City Code (Minority-Owned and Women-Owned Business Enterpise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract establishes a reliable source for the annual supply of 100% cotton and flame resistant work shirts used by Austin Energy employees. These shirts are used for identification of field personnel and to ensure compliance with OSHA (Occupational Safety and Health Administration) standards, which require employers to provide safe working conditions for their employees. These shirts protect field personnel from such hazards as flash burns from electrical faults, over exposure to the sun, insect bites, and poisonous plants.

Miller Uniform will stock and inventory the shirts and patches and provide "while you wait" service of all standard size shirts. This service includes sizing and fitting of shirts, sewing of the Austin Energy patch as well as issuing of shirts from a single site during one visit from the Austin Energy employee. Shirts that require slight alteration of the sleeve length to ensure proper fit will be issued within 24 hours. Shirts that are not standard size will be custom made by the manufacturer within 4 weeks of the requested date.

MBE/WBE solicited: 0/1 MBE/WBE bid: 0/0

RCA Scrial#: 4299 Date: 03/11/04 Original: Yes Published: Fri 03/05/2004

Disposition:

Adjusted version published:

Purchasing Supply Agreement CITY OF AUSTIN RECOMMENDATION FOR COUNCIL ACTION

AGENDA ITEM NO.: 24 AGENDA DATE: Thu 03/11/2004

PAGE: 2 of 2

BID TABULATION IFB No. DC04100004

	Item 1 100% Cotton Shirt	Item 2 Flame Resistant Shir	t
Vendor	<u>Qty 300</u>	<u>Qty 1650</u>	TOTAL PRICE
*WearForm	\$18.89	\$37.05	\$66,799.50
Houston, Texas			
*ATC Uniforms	\$19.50	\$42.87	\$76,585.50
Long Island, New York			
*RiverCity Sportswear	\$26.77	\$44.47	\$81,406.50
Austin, Texas			
Miller Uniforms	\$23.47	\$48.90	\$87,726.00
Austin, Texas			•

^{*}Did not meet specifications as required in the solicitation. Could not provide "while you wait" services requirement.

PRICE ANALYSIS

- a. Adequate competition.
- b. Nine notices were sent including one WBE. Eleven solicitations were issued including one MBE and one WBE. Four bids were received. MBE/WBE did not respond.
- c. Price comparison for Item 1 indicates prices have increased less than 1% since the contract was established in November 2000. Price comparison for Item 2 is not available.

APPROVAL JUSTIFICATION

- a. Only bidder meeting specifications.
- b. The Electric Utility Department concurs with the recommended award.
- c. Advertised in the Internet.

RCA Serial#: 4299 Date: 03/11/04 Original: Yes Published: Fri 03/05/2004

Disposition:

Adjusted version published: