



**Purchasing Service Agreement
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 23
AGENDA DATE: Thu 08/05/2004
PAGE: 1 of 2**

SUBJECT: Authorize execution of a 12-month service agreement with WINDOW GANG, Austin, TX, for window cleaning services in an amount not to exceed \$69,438, with two 12-month extension options in an amount not to exceed \$69,438 per extension option, for a total agreement amount not to exceed \$208,314.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$11,573 is available in Fiscal Year 2003-2004 Approved Operating Budget of the Aviation Department. Funding for the remaining 10-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
DEPARTMENT: for Aviation;

DIRECTOR'S
AUTHORIZATION: Vickie Schubert

FOR MORE INFORMATION CONTACT: Lydia Rodriguez-Torres, Buyer II/530-7615

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Lowest bid of three 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 Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This service agreement will provide interior and exterior window cleaning services for the Barbara Jordan Terminal Building at Austin Bergstrom International Airport for a clean and dust-free appearance for the public.

There is approximately 260,000 square feet of window cleaning surface area including three skylights. The interior and exterior upper and lower levels will be cleaned four times per year. The contractor will provide the necessary staging, equipment, supplies and personnel to perform the required services in accordance with OSHA and the National Association of Building and Window Cleaners industry standards.

This contract is necessary to maintain a high standard of cleanliness expected by the general public, prevent build up of dirt and debris and promote an aesthetically pleasing appearance of the terminal building.

MBE/WBE solicited: 8/2

MBE/WBE bid: 0/0



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BID TABULATION

Window Cleaning Services at ABIA Terminal Bldg
IFB No. LT04300044
(5 line items)

<u>VENDOR</u>	<u>TOTAL</u>
WINDOW GANG Austin, Texas	\$69,438.00
Majestikleen, Inc. Austin, Texas	\$99,600.00
Austin Window Cleaning Service Cedar Creek, Texas	\$118,912.00

PRICE ANALYSIS

- a. Adequate competition.
- b. Thirty-seven notices were sent including eight MBEs and two WBEs. Four solicitations were issued. Three bids were received with no MBE or WBE responding.
- c. The bid pricing represents an approximate 25% decrease from the prior contract amount awarded in March, 1999. This is due to the reduction of service from six times per year to four times per year.

APPROVAL JUSTIFICATION

- a. Low bidder.
- b. The Aviation Department concurs with the recommended award.
- c. Advertised in the Austin American-Statesman and the Internet.