



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

**AGENDA ITEM NO.: 60
AGENDA DATE: Thu 12/16/2004
PAGE: 1 of 2**

SUBJECT: Authorize execution of a 12-month service agreement with MAJESTIKLEEN, INC., Austin, TX, for janitorial services at the south branch libraries in an amount not to exceed \$68,700, with two 12-month extension options in an amount not to exceed \$68,700 per extension option, for a total agreement amount not to exceed \$206,100.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$45,800 is available in the Fiscal Year 2004-2005 Approved Operating Budget of the Library Department. Funding for the remaining four 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 Library;

DIRECTOR'S
AUTHORIZATION: Vickie Schubert

FOR MORE INFORMATION CONTACT: Mick Osborne, Senior Buyer/974-2995

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Lowest bid of six 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 contract will provide for janitorial services at the 10 south branch libraries – Carver, Terrazas, Manchaca Road, Will Hampton, Pleasant Hill, Oak Springs, Southeast Austin Community, Ruiz, Twin Oaks and Cepeda. Janitorial services will be performed five days per week at each branch. Services include the cleaning of all floors, windows, furniture and fixtures, shelving, and restrooms and employee lounges, as well as the removal of trash. The libraries total 93,470 square feet.

MBE/WBE solicited: 38/5

MBE/WBE bid: 1/0



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**BID TABULATION
IFB NO. MQ05300002**

<u>VENDOR</u>	<u>TOTAL</u>
MAJESTIKLEEN, INC. AUSTIN, TX	\$68,700.00
 Tidy Enterprise Dallas, TX	 \$72,919.24
 CTJ Maintenance, Inc. Irving, TX	 \$89,844.00
 Pedus Service Houston, TX	 \$109,245.36
 T & M Discount Cleaning (MBE/FB) Austin, TX	 \$128,374.00
 Royal Services San Antonio, TX	 \$161,580.00

PRICE ANALYSIS

- a. Adequate competition.
- b. One hundred sixty eight notices were sent including 38 MBEs and five WBEs. Thirty-four bids were issued including six MBEs and one WBE. Six bids were received with one MBE responding. Two "no bids" were received.
- c. The bid pricing represents an approximate 3.7% increase over the previous contract prices from October 2001.

APPROVAL JUSTIFICATION

- a. Lowest bid.
- b. The Library Department concurs with the recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet