



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

**AGENDA ITEM NO.: 18
AGENDA DATE: Thu 02/16/2006
PAGE: 1 of 2**

SUBJECT: Authorize execution of a 12-month service agreement with ACE RELOCATION SYSTEMS, Kyle, TX, for moving services for the Building Services Division of the Finance and Administrative Services Department in an amount not to exceed \$209,640, with two 12-month extension options in an amount not to exceed \$209,640 per extension option, for a total agreement amount not to exceed \$628,920.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$104,820 is available in the Fiscal Year 2005-2006 Approved Operating Budget of the Finance and Administrative Services Department, Building Services Division. Funding for the remaining six months of the original contract period and extension options is contingent upon availability in future budgets.

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

REQUESTING Purchasing	DIRECTOR'S
DEPARTMENT: for Financial and	AUTHORIZATION: <u>Vickie Schubert</u>
Administrative Services -	
Building Services;	

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

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

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

This contract will provide moving services within City offices and between facilities. Numerous City facilities will require these services in the coming year, including the multi-department relocations to the new Cameron Road campus, beginning with Solid Waste Services' move to that facility in mid-April, 2006.

The recommended contractor will provide all supplies such as boxes, tape, totes, labels, booklets, and labor and equipment, including trucks, to perform these services.

MBE/WBE solicited: 4/7

MBE/WBE bid: 0/0



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**BID TABULATION
IFB No. MO06300089
Moving Services**

<u>VENDOR</u>	<u>TOTAL BID</u>
ACE RELOCATION SYSTEMS Kyle, TX	\$209,640
Discount Moving & Storage Pflugerville, TX	\$182,111*
Berger Transfer Austin, TX	\$219,425
American Relocation & Storage Austin, TX	\$226,465

* Non-responsive. Did not provide references for similar services as required by the solicitation.

PRICE ANALYSIS

- a. Adequate competition.
- b. Fifty-six notices were sent, including four MBEs and seven WBEs. Seventeen solicitations were issued, including three MBEs and one WBE. Six bids were received with no MBE or WBE firms responding.

APPROVAL JUSTIFICATION

- a. Lowest responsive bidder.
- b. The Building Services Division concurs with the recommended award.
- c. Advertised in the Austin American-Statesman and Internet.