


AGENDA



Thursday, June 8, 2006

 + Back

**Purchasing Service Agreement
RECOMMENDATION FOR COUNCIL
ACTION**

ITEM 38

47

Subject: Authorize award and execution of a 12-month requirements contract agreement with THE PERSONNEL STORE, INC., Austin, TX for temporary labor services in an estimated amount not to exceed \$118,960, with two 12-month extension options an estimated amount not to exceed \$118,960 per extension option, for a total estimated contract amount not to exceed \$356,880.

Amount and Source of Funding: Funding in the amount of \$39,653 is included in the Fiscal Year 2005-2006 Approved Operating Budget of the Austin Convention Center Department. Funding for the remaining eight 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.

For More Information: Vikie DeLuyck, MSW, Senior Buyer/974-2003.

Prior Council Action:

Boards and Commission Action:

Purchasing Language: Lowest bid of four bids received.

Additional Backup Material

(click to open)

**THE PERSONNEL
STORE BID TAB**

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 supply temporary personnel to provide physical labor services on an as needed basis for the Austin Convention Center Department (ACCD) events. Whenever possible, ACCD utilizes its own staff for events. There are times however, when the Contractor will provide personnel to perform custodial duties, moving objects, assisting maintenance personnel, setting up and taking down risers, and other duties required for events booked at the Austin Convention Center or the Palmer Events Center.

MBE/WBE solicited: 10/4 MBE/WBE bid: 2/1

PRICE ANALYSIS

a. Adequate competition.

- b. Fifty-three notices were sent including ten MBEs and four WBEs. Thirteen solicitations were issued, including one MBE and one WBE. Four bids were received.
- c. The Personnel Store's proposed rates have increased approximately 26% from the last contract award made June of 2003. This rate increase can be attributed to the 17% increase in the City's Living Wage rate for contracts.

APPROVAL JUSTIFICATION

- a. Low bidder.
- b. The Purchasing Office concurs with Austin Convention Center Department's recommended award.
- c. Advertised in the Austin-American Statesman and Internet.