

**AGENDA**



**Recommendation for Council Action (Purchasing)**

<b>Austin City Council</b>	<b>Item ID:</b>	62776	<b>Agenda Number</b>	39.
<b>Meeting Date:</b>	October 6, 2016			
<b>Department:</b>	Purchasing			
<b>Subject</b>				
<p>Authorize award and execution of a 24-month contract with ON SITE AUTO TRIM INC. DBA AUSTIN AUTO INTERIORS, to provide vehicle and equipment upholstery repair services, in an amount not to exceed \$282,844, with four 12-month extension options in an amount not to exceed \$141,422 per extension option, for a total contract amount not to exceed \$848,532.</p>				
<b>Amount and Source of Funding</b>				
<p>Funding in the amount of \$141,422 is available in the Fiscal Year 2016-2017 Operating Budget of Fleet Services. Funding for the remaining 12 months of the original contract period and extension options are contingent upon available funding in future budgets.</p>				
<b>Fiscal Note</b>				
<p>A fiscal note is not required.</p>				
<b>Purchasing Language:</b>	<p>The Purchasing Office issued an Invitation for Bids (IFB) MMO0107 for these services on May 16, 2016 and it closed on June 9, 2016 with one offer received. The recommended offer is the sole offer submitted by a responsible offeror. Additional information on the solicitation is included below the line. The recommended offeror is the current provider of these services.</p>			
<b>Prior Council Action:</b>	<p>█</p>			
<b>For More Information:</b>	<p>Marian Moore, Buyer II, 512-974-2062</p>			
<b>Boards and Commission Action:</b>	<p>█</p>			
<b>Related Items:</b>	<p>█</p>			
<b>MBE / WBE:</b>	<p>This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting</p>			

opportunities; therefore, no subcontracting goals were established.

Additional Backup Information

The contract will provide upholstery and repair services with associated parts for City vehicles and equipment. These services will be provided on an as-needed basis for various types of vehicles and equipment in the City's fleet.

The contract is necessary to provide Fleet Services with a reliable and continuous source for upholstery repair services. Without this contract, Fleet Services will not have a dependable source for vehicle and equipment upholstery and repair services and will be forced to procure these services on an as-needed basis at open market prices.

**BID TABULATION**

IFB MMO0107

Vehicle and Equipment Upholstery Repair Services with Associated Parts  
32 Line Items

**Vendor**

**Total Bid Sample Items**

On Site Auto Trim Inc. dba Austin Auto Interiors

\$141,020

A complete solicitation package, including a bid tabulation, is on file in the City's Purchasing Office and is available on the City's Financial Services Austin Finance Online website. Link: [Solicitation Documents](#)

<b>ON SITE AUTO TRIM INC. dba AUSTIN AUTO INTERIORS</b>				
	<b># months</b>	<b>Contract Amount</b>	<b>Contract Amendment</b>	<b>Revised Amount</b>
Original Term	24	\$ 282,844	n/a	n/a
Extension Option 1	12	\$ 141,422	n/a	n/a
Extension Option 2	12	\$ 141,422	n/a	n/a
Extension Option 3	12	\$ 141,422	n/a	n/a
Extension Option 4	12	\$ 141,422	n/a	n/a
<b>TOTAL</b>	<b>72</b>	<b>\$ 848,532</b>	<b>\$ -</b>	<b>\$ -</b>