

AGENDA



Recommendation for Council Action

AUSTIN CITY COUNCIL

Regular Meeting : February 1, 2018

Item Number: 046

Purchasing Office

Authorize negotiation and execution of multi-term contracts with American Facilities Services, Inc. and BHW Operating Company, LP, or one of the other qualified offerors to Request for Proposals MDD0102, to provide custodial services, each for up to five years for a total contract amount not to exceed \$4,700,000; divided between the contractors. (This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9 C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established.).

Lead Department	Purchasing Office.
Fiscal Note	Funding in the amount of \$783,333 is available in the Fiscal Year 2017-2018 Operating Budget of various City departments. Funding for the remaining contract term is contingent upon available funding in future budgets.
Purchasing Language	The Purchasing Office issued a Request for Proposals (RFP) MDD0102 for these services. The solicitation issued on April 10, 2017 and it closed on May 16, 2017. Of the five offers received, the recommended contractors submitted the best evaluated responsive offers. A complete solicitation package, including a response list, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: Solicitation Documents < https://austintexas.gov/financeonline/vendor_connection/solicitation/solicitation_details.cfm?sid=115427 >.
Prior Council Action	
For More Information	Inquiries should be directed to the City Manager's Agenda Office, at

	512-974-2991 or AgendaOffice@austintexas.gov <mailto:AgendaOffice@austintexas.gov> NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Matthew Duree, at 512-974-6346 or Matt.Duree@austintexas.gov <mailto:Matt.Duree@austintexas.gov> .
Council Committee, Boards and Commission Action	November 8, 2017 - Recommended by the Water and Wastewater Commission on a 9-0 vote, with Commissioner's Blanding and Turrieta absent.
Client Department(s)	Austin Water; Parks and Recreation Department; Austin Public Health.

Additional Backup Information:

These contracts will provide custodial services including labor, supervision, supplies and equipment at the following Austin Water, Parks and Recreation Department (PARD), and Austin Public Health (APH) locations:

Austin Water:

- Waller Creek Center
- Webberville Service Center
- Travis Water Treatment Plant #4
- South Austin Regional Treatment Plant
- Tim Louviere Service Center
- North Service Center
- Glen Bell Service Center
- Hornsby Bend Bio-Solid Management Plant
- South First Support Service Center
- Wildland Conservation Reicher Ranch

PARD:

- Austin Memorial Park Cemetery
- Park Ranger Zilker Caretaker Cottage
- Zilker Clubhouse Park Ranger Station
- Urban Forestry Building

APH:

- Bastrop WIC Clinic
- AK Black Community Center

These departments require custodial services for routine cleaning and disinfection of commercial office space and public space to ensure a clean and safe environment for City employees, contractors, and the public. Services include day and night crews with tasks that are

divided on a daytime, evenings, weekly, monthly and quarterly, semi-annual and annual, and as needed basis. The contractors will be responsible for cleaning and light maintenance of restrooms, offices spaces, break areas, conference and meeting rooms, garage areas and computer rooms. The contractors will provide all labor and supplies for performing the services except for items identified in the scope of work. The total area to be serviced is 416,551 square feet.

In addition to the primary departments and locations listed above, other City departments may use the contract in the future for small scale custodial services for various locations.

In preparation for a new solicitation for these services, staff split the services in to two groups, creating smaller packages to bid on to increase opportunities for small and/or certified companies to compete for this contract. Additionally the scope of work was vetted through the Asian Contractor Association, the Austin Area Black Contractors Association, and the US Hispanic Contractors Association. Staff also re-examined the approach to hiring versus contracting out for janitorial services and the results of that research are provided in the attached documentation (Exhibit A)

Additionally, the Sustainability Office provided updated requirements for janitorial services which were incorporated into the contract. These requirements addressed cleaning chemicals, paper products, trash can liners, refuse recycling, finishing and stripping floors, carpet and floor care, dusting, and equipment requirements.

These contracts will replace two contracts for custodial services for Austin Water. The last of these contracts will expire November 13, 2017. Therefore, the timely execution of these new contracts is critical to ensure a continuation of custodial services provided at the various City facilities. Adequate time is needed to transition to the new contractors.

An evaluation team with expertise in this area evaluated the offers and scored American Facilities Services, Inc. and BHW Operating Company, LP as the best to provide these services based on business organization, experience and qualifications, work plans, cost, and local business presence.

This request allows for the development of a contract with a qualified offeror selected by Council. If the City is unsuccessful in negotiating a satisfactory contract with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that another qualified offeror may be selected, authorizing new contract negotiations.

If a contract is not secured then multiple City facilities will not have staff to perform custodial services in order to maintain cleanliness and functionality of facilities and public spaces.

Contract Detail

	<u>Contract Term</u>	<u>Contract Amount</u>	<u>Contract Amendment</u>	<u>Revised Amount</u>
Initial Term	2	\$1,880,000	n/a	n/a

Extension Option 1	1	\$ 940,000	n/a	n/a
Extension Option 2	1	\$ 940,000	n/a	n/a
Extension Option 3	1	\$ 940,000	n/a	n/a
TOTAL	5	\$4,700,000	\$ -	\$ -

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