



Recommendation for Action

File #: 20-2635, **Agenda Item #:** 56.

8/27/2020

Posting Language

Authorize negotiation and execution of a multi-term contract with Facilities Resource Inc. (WBE), to provide on-site space planning and related services, for up to five years for a total contract amount not to exceed \$900,000.

(Note: This procurement was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9B Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this procurement, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

Lead Department

Purchasing Office.

Client Department(s)

Austin Energy.

Fiscal Note

Funding in the amount of \$15,000 is available in the Fiscal Year 2019-2020 Operating Budget of Austin Energy. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

Professional Services.

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>> or to Melita Harden, at 512-322-6149 or Melita.Harden@austintexas.gov <<mailto:Melita.Harden@austintexas.gov>>.

Council Committee, Boards and Commission Action:

August 10, 2020 - Recommended by the Electric Utility Commission on a 9-0 vote, with Commissioner Wray absent and one vacancy.

Additional Backup Information:

The contract is to provide on-site space planning and related services which include obtaining specialized permits, designing furniture layouts, AutoCAD services, and computer-aided facilities management. The contractor will provide these services for 15 Austin Energy building sites that accommodate over 1,700 employees, which require the contractor to have a diverse commercial and industrial portfolio.

Austin Energy strives to create quality work environments conducive to teamwork and collaboration. Additionally, Austin Energy has developed a master plan identifying future office location, relocation of

employees, and reconfiguration of existing office space to accommodate its growing needs. Without this contract, Austin Energy will be unable to implement its facility master plan and will not be able to support its daily space planning needs.

The recommended contractor is local and certified by the City as a WBE/DBE. The previous contract for these services expired June 30, 2020.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	2 yrs.	\$450,000
Optional Extension 1	1 yr.	\$150,000
Optional Extension 2	1 yr.	\$150,000
Optional Extension 3	1 yr.	\$150,000
TOTALS	5 yrs.	\$900,000

Note: Contract Authorization amounts are based on the City's estimated annual usage.

Strategic Outcome(s):

Government that Works for All.