



**Purchasing Contract  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 17  
AGENDA DATE: Thu 04/14/2005  
PAGE: 1 of 2**

**SUBJECT:** Ratify the execution of a contract with INNOVATIVE INTERIORS, INC., Austin, TX, for the purchase and installation of flooring at the Municipal Building for the Building Services Division of the Financial and Administrative Services Department in an amount not to exceed \$73,650.

**AMOUNT & SOURCE OF FUNDING:** Funding is available in the Fiscal Year 2004-2005 Capital Budget of the Financial and Administrative Services Department.

**FISCAL NOTE:** A fiscal note is attached.

**REQUESTING** Purchasing  
**DEPARTMENT:**for Financial and  
Administrative Services -  
Building Services;

**DIRECTOR'S  
AUTHORIZATION:** Vickie Schubert

**FOR MORE INFORMATION CONTACT:** Mick Osborne, Sr. Buyer/974-2995

**PRIOR COUNCIL ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** Lowest 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.

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The Municipal Building is undergoing some renovation prior to moving the Purchasing, Telecommunication and Regulatory Affairs and Controller's Offices from II Commodore Plaza to this site. This renovation includes an extensive asbestos abatement that resulted in most of the flooring being removed throughout the building. We were unable to diagnose the condition of the sub-floor until the week of March 7th, when the abatement process was substantially complete.

On March 14, approximately 2,400 square yards of flooring were ordered through a cooperative purchase agreement through the Texas Multiple Awards Schedule with an expected delivery date of less than thirty days. On March 23rd, the supplier notified Building Services that the flooring would not be delivered until May 13th.

Because furniture, equipment and staff must be moved prior to the expiration of the II Commodore lease on May 31st, and because once flooring is received, installation takes approximately two weeks, the May 13th delivery date was unacceptable and the initial flooring contract was canceled. To extend the lease at II Commodore would cost approximately \$190,000 per month.

We pursued other options and were able to secure a similar product from a different manufacturer with a seven day delivery time. Due to the rapidly approaching move-in date and the lead-time involved in installing flooring, expedited bid process was implemented.



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Five qualified contractors were contacted, provided bid specifications, and did a walk through. Four provided bids, including Innovative Interiors, Intertech Flooring, Bagley's Floor Service and Continental Flooring. Rockford Business Interiors declined to bid. Innovative Interiors provided the low bid of \$73,650 with a two-week installation upon arrival of flooring product.

Flooring installation is expected to begin the week of April 11th with a completion date no later than April 29th. This will allow us to meet move-in deadlines.

MBE/WBE solicited: 0/0

MBE/WBE bid: 0/0

**BID TABULATION  
PURCHASE AND INSTALLATION OF LINOLEUM FLOORING**

<u>Vendor</u>	<u>Total Bid</u>
<b>INNOVATIVE INTERIORS, INC. AUSTIN, TX</b>	<b>\$73,650</b>
Intertech Flooring Austin, TX	\$75,750
Bagley's Floor Services, Ltd. San Antonio, TX	\$96,560
Continental Flooring Company Scottsdale, AZ	\$111,300

**PRICE ANALYSIS**

- Adequate competition.
- Due to the expedited nature of this purchase, five vendors were asked to do a walk-through of the building and provide a bid. Four provided bids. None of the four are MBE/WBE vendors.
- As this is a unique requirement, no comparison with previous purchases is available.

**APPROVAL JUSTIFICATION**

- Lowest bidder.
- The Finance and Administrative Services Department concurs with the recommended award.