



**Purchasing Service Agreement
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 28
AGENDA DATE: Thu 04/28/2005
PAGE: 1 of 2**

SUBJECT: Authorize execution of a 12-month service agreement with AVERY'S LAWN CARE & LANDSCAPE (MBE/MB-100%), Austin, TX, for landscaping services at various Austin Energy facilities in an amount not to exceed \$83,270, with four 12-month extension options in an amount not to exceed \$83,270 per extension option, for a total agreement amount not to exceed \$416,350.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$34,696 is available in the Fiscal Year 2004-2005 "Amended" Operating Budget of Austin Energy. Funding for the remaining seven 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.

REQUESTING Purchasing **DIRECTOR'S**
DEPARTMENT:for Austin Energy; **AUTHORIZATION:** Vickie Schubert

FOR MORE INFORMATION CONTACT: Dolores Castillo, Senior Buyer/322-6466

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Low bid of three 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.

This service agreement will provide supervision services, labor and equipment for the performance of routine grass mowing and edging at 70 site-specific Austin Energy locations throughout the City and Travis County. The contract requirements will provide a consistent standard for landscaping and ground maintenance to assure better landscape management, shrubbery and lawn care. Contractor will be responsible for maintaining the various locations with a neat and manicured appearance. Contractor will be responsible for maintaining all equipment necessary for proper maintenance of each location. The Contractor's employees will be required to successfully pass the standard AE security screening process before they may work at AE locations.

MBE/WBE Solicited: 15/3

MBE/WBE Bid: 2/1



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BID TABULATION

Landscaping Services/70 AE sites
IFB# DC05300005

<u>Description</u>	<u>Avery's (MB) Austin, TX</u>	<u>GJTs (MB) Austin, TX</u>	<u>L & R (FR) Austin, TX</u>
Supervision, Labor and Equipment for routine grass mowing & edging at 70 site-specific locations	\$83,270	\$86,730	*

*Bidder did not bid on several of the sites listed on the bid sheet as required by the solicitation.

A complete bid tabulation is available in the Purchasing Office.

PRICE ANALYSIS

- Adequate competition.
- Twenty notices were issued including 15 MBEs and three WBEs. Eleven bids were issued and three bids were received including two MBEs and one WBE.
- A price comparison for similar items with the last contract bid in June 2002 indicates an overall cost reduction of 15.74%. This can be attributed to this solicitation's requirement for services at a higher number of sites.

APPROVAL JUSTIFICATION

- Low bid.
- Austin Energy concurs with the recommended award.
- Advertised on the Internet.