



Recommendation for Action

File #: 23-3112, Agenda Item #: 12.

11/2/2023

Posting Language

Authorize execution of three contracts for janitorial supplies with HD Supply Facilities Maintenance Ltd. d/b/a USABlueBook and d/b/a/ The Home Depot Pro; Ferguson US Holdings, Inc. d/b/a Ferguson Enterprises, LLC; and Safeway Supply Inc.; each for a term of five years for total contract amounts not to exceed \$17,000,000, divided among the contractors.

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

Lead Department

Financial Services Department.

Client Department(s)

All City Departments.

Fiscal Note:

Funding in the amount of \$3,302,000 is available in the Fiscal Year 2023-2024 Operating Budgets of various City departments. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

The Financial Services Department issued an Invitation for Bids (IFB) 5000 BYS1022 for these goods. The solicitation was issued on May 8, 2023, and closed on June 1, 2023. Of the 10 offers received, the recommended contractors submitted the lowest responsive offers. A complete solicitation package, including a tabulation of the bids received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: [Solicitation Documents](https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=138889)

[<https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=138889>](https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=138889).

For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at: FSDCentralProcurementRCAs@austintexas.gov [<mailto:FSDCentralProcurementRCAs@austintexas.gov>](mailto:FSDCentralProcurementRCAs@austintexas.gov) or 512-974-2500. Respondents to the solicitation and their Agents should direct all questions to the Authorized Contact Person identified in the solicitation.

Additional Backup Information:

These contracts will provide janitorial supplies for multiple City departments. Janitorial supplies include all paper supplies, cleaners, mops, absorbents, hand sanitizers, trash liners, floor cleaners, disinfectants, soaps, etc., required for general cleaning of City facilities including but not limited to restrooms and floors. These contracts will also provide training on various chemicals used. These contracts will ensure janitorial supplies are available as needed for the maintenance requirements throughout the City. The contractors will deliver supplies to various City department locations. For compliance with the City's sustainability initiative, pricing for

environmentally sensitive cleaning supplies in compliance with the U. S. Environmental Protection Agency guidelines was requested and the contractors had the option to provide pricing for green equivalent products. The recommended contractors provided pricing for several green equivalent items.

These contracts will replace the current contract which expires on January 1, 2024. The requested authorization amount for these contracts was determined using departmental estimates and historical spending. One of the recommended contractors is the current provider for these goods.

If these contracts are not secured, the departments will be forced to procure janitorial supplies on an as needed basis, which may result in higher prices.