



City of Austin

Recommendation for Action

File #: 25-0561, **Agenda Item #:** 26.

4/24/2025

Posting Language

Authorize a contract for HVAC duct cleaning and HVAC filter replacement for the Building Services Department with Quick Dry Carpet Cleaning LLC d/b/a Quick Dry Restoration, for an initial term of three years, with two 1-year extension options, for a total contract amount not to exceed \$1,013,000. Funding: \$202,600 is available in the Operating Budget of the Building Services Department.

Lead Department

Financial Services Department.

Client Department(s)

Building Services Department.

Fiscal Note

Funding in the amount of \$202,600 is available in the Fiscal Year 2024-2025 Operating Budget of the Building Services Department.

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 solicitation (IFB 7500 MLJ1027 for these services. The solicitation was issued on December 9, 2024, and closed on January 23, 2025. Of the 13 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 website. This information can currently be found at https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=141874.

MBE/WBE:

This solicitation 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 solicitation, there were insufficient subcontracting opportunities; therefore, no subcontracting goals were established.

For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at: 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:

This contract will provide routine duct cleaning and filter replacement services at multiple City buildings. Due to increased demand and increased property portfolio, the Building Services Department is in need of additional support to continue to maintain these services i. Regular preventative maintenance can extend the life of the

heating, ventilation and air conditioning (HVAC) systems and prevent equipment failure and breakage.

This is a new contract. The requested authorization is based on departmental estimates of current and future needs.

If this contract is not secured, the City will not be able to properly maintain HVAC systems in many City facilities, risking the systems' failure and resulting in increased costs due to equipment replacement and possibly affecting the workplace.