



Travis County Commissioners Court Agenda Request

Meeting Date: June 5, 2012

Prepared By/Phone Number: Nancy Barchus, 854-9764

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Contract Award for Commercial Moving and Storage, IFB No. B120231-NB, to the low bidders:

- a. **Move Solutions, Ltd, Primary Contractor; and**
- b. **Expert Relocation Systems, LLC, Secondary Contractor.**

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

This contract will provide Commercial Moving and Storage Services to Travis County Facilities Management Department and other Travis County Departments as needed.

On April 20, 2012, IFB No. B120231-NB, Commercial Moving and Storage Services, was issued through BidSync. Three (3) bids were received on May 14, 2012. The Purchasing Office concurs with Facilities Management's recommendation to award contracts to the low bidders, Move Solutions, Ltd. (Primary Contractor) And Expert Relocation Systems, LLC. (Secondary Contractor).

- **Contract Expenditures:** Within the last 12 months \$57,521.41 has been spent against this requirement.
- **Contract-Related Information:**
 - Award Amount: N/A
 - Contract Type: Term
 - Contract Period: June 27, 2012 through June 26, 2013

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

➤ **Solicitation-Related Information:**

Solicitations Viewed: 15

Responses Received: 3

HUB Information: N/A

% HUB Subcontractor: N/A

➤ **Special Contract Considerations:**

Award has been protested; interested parties have been notified.

Award is not to the lowest bidder; interested parties have been notified.

Comments:

➤ **Funding Information:**

Purchase Requisition in H.T.E.:

Funding Account(s): 001-1415-525-6099 and 001-1405-525-6099

Comments:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

Bid #B1200231 COMMERCIAL MOVING AND STORAGE BID TABULATION

Item #	Item	Qty	Unit	Move Solutions Ltd.		Expert Relocation Systems		Facilities Resource Inc.	
				Price	Total	Price	Total	Price	Total
B1200231-NB-01-16	Non-Static Shrink Wrap	100	roll	\$12.00	\$1,200.00	\$12.00	\$1,200.00	\$20.00	\$2,000.00
B1200231-NB-01-17	Anti-Static PC Bags	200	each	\$0.75	\$150.00	\$2.00	\$400.00	\$0.65	\$130.00
B1200231-NB-01-01	Supervisor labor (Normal Hours) per Supervisor	3000	hour	\$22.00	\$66,000.00	\$27.00	\$81,000.00	\$28.00	\$84,000.00
B1200231-NB-01-02	Supervisor labor (Outside Normal Hours) per Supervisor	3000	hour	\$22.00	\$66,000.00	\$27.00	\$81,000.00	\$28.00	\$84,000.00
B1200231-NB-01-03	Labor (Normal Hours) per Worker	3000	hour	\$18.00	\$54,000.00	\$26.50	\$79,500.00	\$18.00	\$54,000.00
B1200231-NB-01-04	Labor (Outside Normal Hours) per Worker	3000	hour	\$18.00	\$54,000.00	\$26.50	\$79,500.00	\$18.00	\$54,000.00
B1200231-NB-01-05	Systems Furniture Worker (Normal Hours) per worker	500	hour	\$22.00	\$11,000.00	\$35.00	\$17,500.00	\$35.50	\$17,750.00
B1200231-NB-01-06	Systems Furniture Worker (Outside Normal Hours) per worker	500	hour	\$22.00	\$11,000.00	\$35.00	\$17,500.00	\$35.50	\$17,750.00
B1200231-NB-01-07	Cargo Vehicle (Normal Hours) with Driver	3000	hour	\$20.00	\$60,000.00	\$14.00	\$42,000.00	\$25.00	\$75,000.00
B1200231-NB-01-08	Cargo Vehicle (Outside Normal Hours) with Driver	3000	hour	\$20.00	\$60,000.00	\$14.00	\$42,000.00	\$25.00	\$75,000.00
B1200231-NB-01-09	Rental of Cartons/Lock Boxes (Quickset)	2000	each	\$0.75	\$1,500.00	\$2.00	\$4,000.00	\$1.00	\$2,000.00
B1200231-NB-01-10	Rental of Cartons/Dishpack	2000	each	\$1.00	\$2,000.00	\$1.80	\$3,600.00	\$3.00	\$6,000.00
B1200231-NB-01-11	Purchase of Cartons/Lock Boxes (Quickset)	2000	each	\$1.00	\$2,000.00	\$2.10	\$4,200.00	\$1.75	\$3,500.00
B1200231-NB-01-12	Purchase of Cartons/Dishpack	2000	each	\$1.00	\$2,000.00	\$1.90	\$3,800.00	\$3.25	\$6,500.00
B1200231-NB-01-13	Color Coded Label	100	each	\$4.00	\$400.00	\$9.00	\$900.00	\$6.00	\$600.00
B1200231-NB-01-14	Tape Roll	300	each	\$2.00	\$600.00	\$1.25	\$375.00	\$1.25	\$375.00
B1200231-NB-01-15	Non-Static Bubble Wrap	100	each	\$35.00	\$3,500.00	\$10.00	\$1,000.00	\$45.00	\$4,500.00
Totals				\$395,350.00		\$459,475.00		\$487,105.00	



FACILITIES MANAGEMENT DEPARTMENT

Roger A. El Khoury, M.S, P.E., Director

1010 Lavaca Street, Suite 400 • P.O. Box 1748, Austin, Texas 78767 • Phone: (512) 854-9661 • Fax: (512) 854-9226

MEMORANDUM

Project No: SVCOT- 22-12F-XM

File: 801

TO: Cyd Grimes, C.P.M., Purchasing Agent
FROM: Roger A. El Khoury, M.S., P.E., Director
DATE: May 18, 2012
SUBJECT: Commercial Moving and Storage
Contract Awards of IFB B120231-NB

A handwritten signature in blue ink that reads "Roger El Khoury".

Facilities Management Department (FMD) has completed the review of the three bids received for Commercial Moving and Storage contract. The apparent lowest bidder is Move Solutions, Ltd., and the second lowest bidder is Expert Relocation Systems, LLC. Move Solutions, Ltd., is an existing Travis County contractor and has provided acceptable services. Expert Relocation Systems, LLC provided FMD with good references. FMD therefore recommends award of the Commercial Moving and Storage contract to Move Solutions, Ltd., as primary and Expert Relocation Systems, LLC as a secondary contractor.

Funding for FMD portion of the Commercial Moving and Storage contract is in line item 001-1415-525-6099 and 001-1405-525-6099. Please direct any questions on this request to Rony Aouad at 44781. Your assistance in this request is greatly appreciated.

ATTACHMENT:
Bid Tabulations

Copy To:
Leslie Browder, County Executive, PBO
Lloyd Evans, Maintenance Division Director, FMD
Rony Aouad, Service Contract Manager, FMD
Nancy Barchus, Purchasing Agent Assistant, Purchasing

TRAVIS COUNTY
Account Balance Inquiry

Fiscal Year	:	2012
Account number	:	1-1415-525.60-99
Fund	:	001 GENERAL FUND
Department	:	14 FACILITIES MANAGEMENT
Division	:	15 BUILDING MAINTENANCE
Basic activity	:	52 GENERAL GOVERNMENT
Sub activity	:	5 FACILITIES
Element	:	60 OTHER PURCHASED SERVICES
Object	:	99 OTHER PURCHASED SERVICES
Budget	:	74,861
Encumbered amount	:	27,215.69
Pre-encumbered amount	:	.00
Expenditures	:	45,258.15
Total expenditures	:	72,473.84
Balance	:	2,387.16

Press Enter to continue.

F3=Exit F12=Cancel

TRAVIS COUNTY
Account Balance Inquiry

Fiscal Year	:	2012
Account number	:	1-1405-525.60-99
Fund	:	001 GENERAL FUND
Department	:	14 FACILITIES MANAGEMENT
Division	:	05 PROJECT MANAGEMENT SVCS
Basic activity	:	52 GENERAL GOVERNMENT
Sub activity	:	5 FACILITIES
Element	:	60 OTHER PURCHASED SERVICES
Object	:	99 OTHER PURCHASED SERVICES
Budget	:	237,682
Encumbered amount	:	82,606.63
Pre-encumbered amount	:	.00
Expenditures	:	22,599.74
Total expenditures	:	105,206.37
Balance	:	132,475.63

Press Enter to continue.

F3=Exit F12=Cancel