



City of San Antonio

Contract Summary Sheet

Date: 6/10/2021
 Agenda Item: 21-3667

Name/Title (Caption as shown on agenda): Annual Contract for HVAC Disposable Air Filters for San Antonio Airport System 6100013372 MFB	
Brief Description of Item(s) and Use: This contract will provide Heating, Ventilating, and Air Conditioning (HVAC) Disposable Air Filters for the Aviation Department. HVAC Filters are required to remove air borne particles and protect the equipment, maximizes equipment effectiveness/efficiency and ensures expected useful life of HVAC system is obtained. These filters will be utilized by San Antonio Airport System (SAAS) including San Antonio International Airport and Stinson Municipal Airport.	
Total \$:	\$12,000.00 annually; \$60,000.00 contract period
Contract Period:	Upon award through June 30, 2024 with two, one-year renewal options
Method of Procurement:	Competitive (5 bids received)
Price Trend:	New Contract – no price history available
Contract Info:	Formal ___ Annual <u>X</u> Support/Maintenance ___ Lease ___
Recommended Contractor(s):	JF Filtration dba Joe W. Fly Co., Inc., 4820 Memphis, Dallas, TX, 75207
Previous Contractor(s):	New Contract – no history available
Comments:	NAS –Pure Air Filter Co. Inc., Item 1, Bidder submitted bid for MERV 8 filters instead of MERV 6 filters, as specified NAS –MB Dustless Air Filter Company, LLC., Item 2, Bidder submitted bid for MERV 10 filters instead of MERV 8 filters, as specified
Anticipated Future Requirements and Action:	N/A
Procurement Alternative:	Should this contract not be approved, the Aviation Department will be required to process individual procurements for HVAC disposable filters on an as-needed basis. Procuring outside of a contract will likely result in negative impacts on the timeliness, efficiency and cost of HVAC disposable filters.
Using Department (s):	Aviation