



City of San Antonio

Contract Summary Sheet

Date: 12/12/2019
Agenda Item: 19-8410

Name/Title (Caption as shown on agenda): Annual Contract for HVAC Filter Replacements – BESD 6100011459 LB	
Brief Description of Item(s) and Use: This contract will provide the Building & Equipment Services (BES) Department with a qualified contractor and trained technicians to provide all labor, filters and material to perform monthly and quarterly filter replacement services to heating, ventilation, and air conditioning HVAC systems and supporting equipment at 14 current City facilities. This contract shall also provide services for any new facilities added during the term of the contract. This contract does not include any maintenance or repair services.	
Total \$:	\$70,000.00 annually
Contract Period:	Upon award through September 30, 2022, with two, one-year renewal options
Method of Procurement:	Competitive (6 bids received)
Price Trend:	N/A (new contract)
Contract Info:	Formal ___ Annual <u>X</u> Support/Maintenance ___ Lease ___
Recommended Contractor(s):	MB Dustless Air Filter Company LLC, 11515 N. Weidner Rd., San Antonio, TX 78233 (Local)
Previous Contractor(s):	N/A
Comments:	NAS: AAA Prestige A/C & Heating, LLC deemed non-responsive for failure to submit the required IFB document Price Schedule. NAS: Advanced Filtration Products deemed non-responsive for failure to submit the required IFB document Price Schedule. NAS: Trane Company was deemed non-responsive for failure to meet the filter specification requirements including the rigid and durable beverage board enclosing frame of no less than 28 points.
Anticipated Future Requirements and Action:	N/A
Procurement Alternative:	Should this contract not be approved, the department would be required to process individual procurements for filter replacement services on an as-needed basis which may result in higher prices and delays in providing timely services thus effecting the efficiency of the equipment.

**Using
Department (s):**

Building & Equipment Services