



City of San Antonio

Agenda Memorandum

File Number: 16-4315

Agenda Item Number: 6.

Agenda Date: 9/8/2016

In Control: City Council A Session

DEPARTMENT: Finance

DEPUTY CHIEF FINANCIAL OFFICER: Troy Elliott

COUNCIL DISTRICTS IMPACTED: CityWide

SUBJECT:

9/8/2016 Annual Contracts

SUMMARY:

An ordinance awarding five contracts to provide the City with commodities and services on an annual basis for the terms of the contract, for an estimated annual cost of \$165,000.00. This ordinance provides the procurement of the following items, as needed, and dependent on the Department's available budget, for the terms of the contract:

- A. Pathmark Traffic Products, Impact Recovery Systems Inc., and Safelane Traffic Supply for Airport Safety Traffic Control Products, \$37,000.00 annually; \$185,000.00 contract period (3 contracts, Aviation Department)
- B. Consolidated Traffic Controls, Inc. for Audible Pedestrian Signals, \$103,000.00 annually (1 contract, Transportation and Capital Improvements Department)
- C. Everbridge, Inc. for Subscription for Aviation Emergency Notification, \$25,000.00 annually; \$125,000.00 contract period (1 contract, Aviation Department)

BACKGROUND INFORMATION:

The City of San Antonio utilizes annual contracts for procuring high volume repetitive purchases. Annual contracts are an efficient method of securing the best prices through volume purchasing and reducing large amounts of work related to the bid process. Utilization of annual contracts allows the City to procure numerous different commodities in support of the normal daily operations.

Contract procured on the basis of low qualifying bid:

A. Pathmark Traffic Products, Impact Recovery Systems Inc., and Safelane Traffic Supply for Airport Safety Traffic Control Products, \$37,000.00 annually; \$185,000.00 contract period, upon award through December 31, 2019, with two, one year renewal options - will provide for the purchase of traffic control products such as delineators, bollards, and specialty cones for the San Antonio International Airport. These traffic control products are needed for airport safety and to assist drivers and pedestrians to drive and walk safely within airport roadways and parking facilities. The traffic control products will be ordered on an as needed basis.

Contract procured on the basis of low bid:

B. Consolidated Traffic Controls, Inc. for Audible Pedestrian Signals, \$103,000.00 annually, January 1, 2017 through March 31, 2020 with two, one year renewal options - will provide the Transportation and Capital Improvements Department with a vendor to furnish audible pedestrian signals to be installed at traffic signal intersections throughout the City. The audible pedestrian signals are designed to aide visually impaired pedestrians in crossing at signalized intersections.

Contract procured on the basis of cooperative purchasing:

C. Everbridge, Inc. for Subscription for Aviation Emergency Notification, \$25,000.00 annually; \$125,000.00 contract period, September 14, 2016 through July 18, 2019 with two, one year renewal options - will provide the Aviation Department with an annual contract for access to an interactive communication service. The service allows the Department to send emergency and non-emergency notices to as many as 1000 contacts based on various San Antonio Airport System stakeholder user lists defined by incident type, location and/or visual intelligence. This contract will also include web-based and on-site training services on an as needed basis.

ISSUE:

These contracts represent a portion of approximately 250 annual contracts that will be brought before City Council throughout the fiscal year. These products and services are used by city departments in their daily operations.

A. Airport Safety Traffic Control Products - This contract is within the scope of the Small Business Economic Development Advocacy (SBEDA) Program. However, due to the type of commodities/services being procured and value of the contract, no SBEDA tool is available.

In accordance with the Local Preference Program, no local preference was applied, since the local bidders are not within 3% of the recommended lowest non-local bidder.
(Items 1A & 1B)

The recommended awards are to the lowest responsive bidders, who are also local businesses. Therefore application of the Local Preference Program was not applied.
(Items 1C, 2A, 2B, & 3)

The Veteran-Owned Small Business Preference Program does not apply to goods/supplies contracts, so no preference was applied to this contract.

B. Audible Pedestrian Signals - Due to the lack of small, minority, and/or women businesses available to provide these goods, the SBEDA Program did not apply to this solicitation.

There were no bids submitted from local bidders for this contract, therefore, the Local Preference Program was not applied.

The Veteran-Owned Small Business Preference Program does not apply to goods/supplies contracts, so no preference was applied to this contract.

C. Subscription for Aviation Emergency Notification - This contract is within the scope of the Small Business Economic Development Advocacy (SBEDA) Program. However, due to the type of commodities/services being procured and value of the contract, no SBEDA tool is available.

This contract is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to goods/supplies contracts, so no preference was applied to this contract.

ALTERNATIVES:

A. Airport Safety Traffic Control Products - Should this contract not be approved, the Aviation Department will have to purchase traffic control products as needed, which may cause higher pricing and affect delivery.

B. Audible Pedestrian Signals - Should this contract not be approved, the City will be required to purchase audible pedestrian signals on an as needed basis. The lack of a contract could result in the departments inability to provide traffic maintenance equipment in a timely manner and the City could lose the pricing advantage afforded through a competitively bid contract.

C. Subscription for Aviation Emergency Notification - Should this contract not be approved, the Aviation Department will have to operate without the ability to rapidly notify relevant personnel regarding emergency and non-emergency events at the San Antonio Airport System. In the absence of access to this interactive communication service, the Department would be required to manually contact large groups of stakeholders depending on the situation at hand. A manual notification process would require significant time/manpower, divert resources from the incidents/needs and possibly delay emergency responses/coordination.

FISCAL IMPACT:

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the Department's

adopted budget approved by City Council. Purchases made by the Department are as needed and dependent upon available funds within their adopted budget.

RECOMMENDATION:

Staff recommends the acceptance of five contracts submitted through this ordinance to provide the City with specified services on an annual contract basis. These annual contracts are critical to the City's daily operations.

These contracts were procured on the basis of low qualifying bid, low bid and cooperative purchasing and Contract Disclosure Forms are not required.