



City of San Antonio

Agenda Memorandum

File Number: 17-5568

Agenda Item Number: 7.

Agenda Date: 11/9/2017

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

11/9/2017 Annual Contracts

SUMMARY:

An ordinance awarding four contracts to provide the City with commodities and services on an annual basis for the term of the contracts, for an estimated annual cost of \$464,361.00. This ordinance provides the procurement of the following items, as needed, and dependent on the Department's available budget, for the term of the contracts:

A. EBSCO Information Services for SAPL Periodical Subscriptions, \$140,000.00 average annual amount; \$700,000.00 total contract value (1 contract, San Antonio Public Library)

B. Reliance Truck & Equipment LTD for Bergkamp Pothole Patcher Parts, \$84,000.00 annually (1 contract, Solid Waste Management Department)

C. Nardis Public Safety for Public Safety Uniforms and Accessories, \$159,000.00 annually (1 contract, Citywide)

D. ProQuest, LLC for Amendment to ProQuest Master License Agreement, \$81,361.00 annually (1 contract, San Antonio Public Library)

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.

Contracts procured on the basis of low bid:

A. EBSCO Information Services for SAPL Periodical Subscriptions, \$140,000.00 average annual amount; \$700,000.00 total contract value, December 1, 2017 through November 30, 2020 with two, one year renewal options - will provide the San Antonio Public Library with a subscription service for various periodicals, magazines, journals, annuals, memoirs, as well as proceedings and transactions of societies and newspapers.

B. Reliance Truck & Equipment LTD for Bergkamp Pothole Patcher Parts, \$84,000.00 annually, upon award through March 31, 2021, with two, one year renewal options - will provide Bergkamp Pothole Patcher parts on an annual basis in accordance with the specifications listed in the IFB. This contract will be maintained and monitored by the Solid Waste Management Department for the purchase of Bergkamp Pothole Patcher parts. This contract shall be for buying parts for in-house repairs only. There are currently 19 pothole patchers in the City's fleet.

Cooperative:

C. Nardis Public Safety for Public Safety Uniforms and Accessories, \$159,000.00 annually, upon award through March 31, 2020, with one, one-year renewal option - will provide various City of San Antonio departments with uniforms and accessories. This contract will provide public safety, security and law enforcement uniforms for civilian staff supporting the following departments but not limited to Aviation, Development Services, Police, Fire, Park Police, Municipal Court, and Animal Care. Major clothing and accessory brands purchased are 5.11 Tactical, Blauer, Flying Cross, Blackinton, Propper, Spiewak, Thorogood, and Tru Spec.

This procurement is made utilizing the Buy Board cooperative contract number 524-17 and will be made in accordance with the Interlocal Agreement number 97097 passed on 1/30/2003. This agreement will provide a non-exclusive contract for a wide variety of manufacturers of public safety uniforms and accessories.

Amendment to sole source:

D. ProQuest, LLC for Amendment to ProQuest Master License Agreement, \$81,361.00 annually, upon award through September 30, 2020 - This amendment to City approved Ordinance 2008-12-04-1069 awarded to Proquest, LLC will extend the term of the contract by three (3) additional years for a non-exclusive, non-transferable license of uninterrupted access to various electronic databases including Ancestry.com, FOLD3, NewsARCHIVE, and Syndetics Solutions. These electronic databases are utilized by patrons of the San Antonio Public Library (SAPL). Through contractual agreements with the publishers of each title, ProQuest, LLC is the sole source and exclusive provider of these databases.

These items are being purchased as Sole Source according to the provisions of Texas Statutes Local Government code 252.022.07. No other source can supply the items listed nor can any comparable item fulfill the same requirements. Vendor acknowledges, with their signature, that all items offered are considered a Sole Source.

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. Periodical Subscriptions - The SBEDA Ordinance requirements were waived due to the lack of qualified SMWBE's available to provide the goods and services.

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 non-professional services, so no preference was applied to this contract.

B. Bergkamp Pothole Patcher Parts - The SBEDA Ordinance requirements were waived due to the lack of qualified SMWBE's available to provide the goods and services.

The recommended award is to the lowest responsive bidder; who is also a local business; therefore, application of the Local Preference Program was not required.

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

C. Public Safety Uniforms and Accessories - This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. Nardis Public Safety has committed to satisfying the 15% Minority and/ or Women-Owned Business Enterprise (M/WBE) subcontracting goal.

This contract is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to non-professional services, so no preference was applied to this contract.

D. Amendment to ProQuest Master License Agreement - This contract is exempt from competitive bidding and is excluded from the scope of the SBEDA program.

This contract is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to this contract since it was solicited prior to January 15, 2014, the effective date of the program.

ALTERNATIVES:

A. Periodical Subscriptions - Should this contract not be approved, the alternative would be for the San Antonio Public Library staff to deal directly one-on-one with hundreds of publishers. This would necessitate a separate billing, payment and claims service with individual publishers.

B. Bergkamp Pothole Patcher Parts - Should this contract not be approved, Solid Waste Management Department will be required to procure Bergkamp Pothole Patcher parts on an as-needed basis which may result in higher pricing and a delay in delivery of parts.

C. Public Safety Uniforms and Accessories - Should this contract not be approved, the City of San Antonio will be required to process individual procurements on an as needed basis. Therefore, the ordering departments will not realize the cost savings of utilizing a cooperative agreement.

D. Amendment to ProQuest Master License Agreement - Should this contract not be approved, SAPL staff and patrons will resort to utilizing microfilm for conducting their research which may slow down the delivery of information and restrict content availability.

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 four 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 bid, cooperative agreement, and amendment to sole source, and Contract Disclosure Forms are not required.