



City of San Antonio

Agenda Memorandum

File Number: 18-3582

Agenda Item Number: 9.

Agenda Date: 6/14/2018

In Control: City Council A Session

DEPARTMENT: Parks and Recreation

DEPARTMENT HEAD: Xavier D. Urrutia

COUNCIL DISTRICTS IMPACTED: City Wide

SUBJECT:

Annual Contract for Fencing

SUMMARY:

This ordinance accepts the low qualified bid and awards a one year annual contract for fencing to Santos General Contractors dba Alamo Decks and Fence for an amount not to exceed \$450,000.00. This ordinance provides the procurement of purchase and installation by Parks and Recreation and other City departments for fencing repairs on an as-needed basis dependent upon available funds within the annual adopted budget.

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.

The formal competitive bid was advertised in March 7, 2018, and March 12, 2018, in the San Antonio Hart Beat, the City's website, and on TVSA. Bids were opened on April 3, 2018, with three (3) bidders submitting their bid. Santos General Contractors dba Alamo Decks and Fence was the lowest responsive bidder. A summary of the bid is shown on Exhibit 1.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. Santos General Contractors dba Alamo Decks and Fence is a small, minority, women-

owned firm that will be self-performing the 25% Small Business Enterprise (SBE) subcontracting goal.

ISSUE:

This ordinance accepts the low qualified bid and awards a three year annual contract for fencing to Santos General Contractors dba Alamo Decks and Fence for an amount not to exceed \$450,000.00. This ordinance provides the procurement of purchase and installation by Parks and Recreation and other City departments for fencing construction and repairs on an as-needed basis dependent upon available funds within the annual adopted budget.

ALTERNATIVES:

Should the City not approve this contract, the department(s) would be required to purchase services on an as-needed basis wherein increased cost due to non-contract buying could be realized. This could result in delays for maintenance and repairs of park fences throughout the City.

FISCAL IMPACT:

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the annual adopted budget approved by City Council. Purchases will be made on an as-needed basis and dependent upon available funds within the annual adopted budget.

RECOMMENDATION:

Staff recommends approval of the contract to Santos General Contractors dba Alamo Decks and Fence for labor and materials on an annual basis. The annual contract is critical to the City's daily operation. This contract was developed utilizing the formal competitive bid process; therefore, a Contracts Disclosure Form is not required.