



# City of San Antonio

## Agenda Memorandum

**File Number:** 19-2027

---

**Agenda Item Number:** 6.

**Agenda Date:** 3/21/2019

**In Control:** City Council A Session

---

**DEPARTMENT:** Finance

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Carpet Installation - San Antonio Public Library

### **SUMMARY:**

This ordinance authorizes acceptance of a contract with Gomez Floor Covering, Inc., utilizing Texas Multiple Award Schedule (TXMAS) contract TXMAS-18-7202, to replace existing flooring at the Great Northwest and Semmes Branch Library locations for a total cost of \$143,027.33. Funding for this contract is available through the FY 2019 General Fund Budget for the San Antonio Public Library.

### **BACKGROUND INFORMATION:**

Submitted for Council consideration and action is an offer submitted by Gomez Floor Covering Inc. through the Texas Multiple Award Schedule (TXMAS) purchasing cooperative to replace existing flooring at the Great Northwest and Semmes Branch Library locations. The contractor will be responsible for removing existing flooring, moving furniture and installing new flooring and base trim.

A purchasing cooperative was utilized in this instance to assure a contract could be awarded in advance of the planned library closures to allow the contractor sufficient time to order materials and schedule the work. Use of a purchasing cooperative also allowed the Library Department to specify the exact flooring to be installed ensuring the desired colors and textures. Quotes were requested from two local flooring companies that are currently awarded cooperative contracts. Based upon an analysis of the quotes, Gomez Floor Covering offered the lowest cost and possesses demonstrated experience with moving library furniture, including shelving filled with books.

The Great Northwest Branch Library was built in 1994 and the flooring at this location was last replaced in 2006. This contract will replace approximately 1,553 square yards of flooring with commercial grade carpet tiles at this branch library. In 2018, more than 192,000 patrons visited this branch location.

The Semmes Branch Library was built in 2005 and the existing flooring is original to the building. This contract will replace approximately 1,415 square yards of flooring with commercial grade carpet tiles at this branch library. In 2018, more than 218,000 patrons visited this branch location.

The timing of the flooring replacement at each location is critical as the respective library locations will be closed to the public for a specified length of time. The Great Northwest Branch Library is scheduled for closure from April 15, 2019 through May 6, 2019 and the Semmes Branch Library is scheduled for closure from April 29, 2019 through May 28, 2019. During the closure periods, the existing flooring will be removed and new flooring will be installed.

The City issued a Request for Offer (RFO) for “Carpet Installation - San Antonio Public Library” (RFO, 6100011121) on January 28, 2019 with a submission deadline of February 6, 2019. The offer submitted by Gomez Floor Covering, Inc. is in accordance with TXMAS contract TXMAS-18-7202.

The term of the agreement shall begin upon approval of the contract by City Council and conclude upon acceptance of all work. The life expectancy of the new flooring is 8 to 10 years.

#### **ISSUE:**

This contract will provide the San Antonio Public Library Department with a refreshed appearance and enhanced public experience. The existing flooring at these branch library locations has met its scheduled life expectancy and is in need of replacement.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. Gomez Floor Covering, Inc. is a small, minority, women-owned firm that will be self-performing the 32% 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 (VOSB) Preference Program does not apply so no preference was applied to this contract.

#### **ALTERNATIVES:**

Should this contract not be approved, the San Antonio Public Library Department will have to initiate a new procurement process to procure carpet removal / installation service for these facilities.

#### **FISCAL IMPACT:**

This ordinance authorizes acceptance of a contract with Gomez Floor Covering, Inc., to replace existing flooring at the Great Northwest and Semmes Branch Library locations for a total cost of \$143,027.33. Funding for this contract is available through the FY 2019 General Fund Budget for the San Antonio Public Library.

**RECOMMENDATION:**

Staff recommends the approval of the contract with Gomez Floor Covering, Inc. utilizing the Texas Multiple Award Schedule (TXMAS) contract # TXMAS -18-7202 in the amount of \$143,027.33 to replace existing flooring a the Great Northwest and Semmes Branch Library locations.

This contract is procured by means of a cooperative contract and a Contract Disclosure form is not required.