



City of San Antonio

Agenda Memorandum

File Number:15-5633

Agenda Item Number: 12.

Agenda Date: 12/3/2015

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: CityWide

SUBJECT:

12/3/2015 Annual Contracts

SUMMARY:

An ordinance awarding two 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 \$146,000.00. 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. Global ARFF Services, LLC for Aircraft Rescue Fire Fighting (ARFF) Vehicle Preventive Maintenance, Preventive Maintenance Inspections, Diagnostics, Repairs and Parts for SAT, \$90,000.00 annually (1 contract, Aviation Department)

B. FirstWatch Solutions Inc. for FirstWatch Maintenance & Support, \$56,000.00 annually (1 contract, San Antonio Fire 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 PHS Exemption:

A. Global ARFF Services, LLC for Aircraft Rescue Fire Fighting (ARFF) Vehicle Preventive Maintenance, Preventive Maintenance Inspections, Diagnostics, Repairs and Parts for SAT, \$90,000.00 annually, upon award through June 30, 2019 with two, one year renewal options - will provide Aircraft Rescue Fire Fighting (ARFF) Vehicle Preventive Maintenance, Preventive Maintenance Inspections, Diagnostics, Repairs and Parts for the San Antonio International Airport. This contract will support approximately five ARFF vehicles stationed at the San Antonio International Airport.

Contract procured on the basis of sole source:

B. FirstWatch Solutions Inc. for FirstWatch Maintenance & Support, \$56,000.00 annually, upon award through August 30, 2016 with four, one year renewal options - will provide the San Antonio Fire Department (SAFD) with continued maintenance and support for FirstWatch software. FirstWatch Solutions, Inc. has developed a software application that compiles Computer Aided Dispatch (CAD) data and displays it based on various triggers defined by the SAFD. The system has evolved to alert on numerous performance measures that are tracked by management. It is also utilized to monitor report completions among other operational needs and to scan for trends in types of requests for service.

The maintenance and support services are being purchased as a Sole Source, according to the provisions of Texas Statutes Local Government Code 252.002.07 no other source can supply the item listed, nor can any comparable item fulfill the same requirement.

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. ARFF Vehicle Preventive Maintenance, Preventive Maintenance Inspections, Diagnostics, Repairs and Parts for SAT

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 was applied.

This contract is an exception to the Local Preference Program.

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

B. FirstWatch Maintenance & Support - This contract is an exception to the SBEDA and Local Preference Programs.

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

ALTERNATIVES:

A. ARFF Vehicle Preventive Maintenance, Preventive Maintenance Inspections, Diagnostics, Repairs and Parts for SAT - Should this contract not be approved, Aviation will be required to procure ARFF vehicle Preventive Maintenance, Preventive Maintenance Inspections, Diagnostics, Repairs, and Parts for SAT on an as needed basis. Lack of a contract could result in diminished ability to maintain readiness of the ARFF vehicles in compliance with FAA requirements.

B. FirstWatch Maintenance & Support - Should this contract not be approved, the Fire Department will not have support for software service issues.

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 two 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 and sole source and Contract Disclosure Forms are not required.