



City of San Antonio

Agenda Memorandum

File Number:16-1811

Agenda Item Number: 8.

Agenda Date: 3/31/2016

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: CityWide

SUBJECT:

3/31/2016 Annual Contracts

SUMMARY:

An ordinance awarding seven 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 \$536,000.00. 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. Bullchase, Inc., Pathmark Traffic Products, Rosen & Rosen Industries Inc, dba R&R Industries, Saf-T-Glove Inc., and Safeware, Inc. for Safety Equipment, \$110,000.00 annually
(5 contracts, Citywide)

B. Dental Health Products, Inc. for Dental Supplies, \$226,000.00 annually (1 contract, Health Department)

C. Nardis Public Safety for Public Safety Uniforms and Accessories, \$200,000.00 contract period (1 contract, Aviation, Development Services, Police, Fire, Park Police, Municipal Courts, and Animal Care Services Departments)

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 qualifying bid:

A. Bullchase, Inc., Pathmark Traffic Products, Rosen & Rosen Industries Inc, dba R&R Industries, Saf-T-Glove Inc., and Safeware, Inc. for Safety Equipment, \$110,000.00 annually, April 1, 2016 through June 30, 2019 with two, one year renewal options - will provide various City Departments with a contract for the purchase of safety equipment and related products, such as safety vests and traffic cones/signs to ensure workplace safety.

B. Dental Health Products, Inc. for Dental Supplies, \$226,000.00 annually, April 1, 2016 through September 30, 2019 with two, one year renewal options - will provide the San Antonio Metropolitan Health District (Health Department) with a contractor to provide dental supplies and equipment, to be primarily utilized by the Health Department's Dental Division in its' daily operations. The bid submitted by Dental Health Products provided the lowest overall pricing to the City. The Dental Division provides dental services to the residents of San Antonio and the surrounding areas of Bexar County. The dental division promotes oral health through community outreach programs and by providing clinical services to uninsured, low income children, adolescents and adults.

Contract procured on the basis of cooperative purchasing:

C. Nardis Public Safety for Public Safety Uniforms and Accessories, \$200,000.00 contract period upon award through May 31, 2016 - 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 Services.

This procurement is made utilizing the Buy Board cooperative contract number 416-12 and will be made in accordance with the Interlocal Agreement number 97097 passed on 1/30/2003.

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. Safety Equipment - 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.

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.

B. Dental Supplies - 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, no SBEDA tool is available.

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 good/supplies contracts, so no preference was applied to this contract.

C. Public Safety Uniforms and Accessories - 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.

The recommended award 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. Safety Equipment - Should this contract not be approved, City departments would be required to purchase items on an as needed basis with increased cost due to not having a contract and could cause a health and public safety hazard.

B. Dental Supplies - Should this contract not be approved, the Health Department would have to purchase dental supplies and equipment on an as needed basis wherein increased cost and longer delivery times due to non-contract buying could be realized. This could affect the department's ability to treat patients.

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.

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 seven 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 and cooperative purchasing and Contract Disclosure Forms are not required.