



City of San Antonio

Agenda Memorandum

File Number:16-3122

Agenda Item Number: 6.

Agenda Date: 6/16/2016

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: CityWide

SUBJECT:

6/16/2016 Annual Contracts

SUMMARY:

An ordinance awarding six 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 \$1,142,468.76. 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. ID Card, Inc. dba PSI Plastic Graphics for Printing of Library Borrower Cards, \$73,000.00 annually (1 contract, Library Department)

B. Alamo Industrial Group dba Ace Welding & Trailer Co. for Fire & Pumper Vehicle Body Repair Service, \$50,000.00 annually (1 contract, Fire Department)

C. Paradigm Traffic Systems, Inc. for Radar Vehicle Detection Equipment, \$785,000.00 annually (1 contract, Transportation and Capital Improvements Department)

D. Infax, Inc. for Multi-User Flight Information System Maintenance and Support for the San Antonio International Airport, \$127,999.00 annually; \$667,215.00 contract period (1 contract, Aviation Department)

E. Hyland Software, Inc. dba LawLogix for an Amendment to Annual Contract for LawLogix Guardian I-9 and E-Verify Licenses, \$17,880.00 annually; \$243,290.00 contract period (1 contract, Human Resources)

Department)

F. West Publishing Corporation dba West, a Thomson Reuters Business for an Amendment to Annual Contract for West Publishing Corporation Research Licenses and Materials, \$88,589.76 Year One; \$271,120.10 contract period (1 contract, CityWide)

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 low qualifying bid:

A. ID Card, Inc. dba PSI Plastic Graphics for Printing of Library Borrower Cards, \$73,000.00 annually, upon award through September 30, 2018 with two, one year renewal options - will provide the San Antonio Public Library (SAPL) system with the printing of colored plastic borrower cards for library patrons utilizing library resources at the Central Library and branch libraries located throughout the City. Library resources available for patron use include digital and print volumes, journals, and multimedia materials.

Contract procured on the basis of low bid:

B. Alamo Industrial Group dba Ace Welding & Trailer Co. for Fire & Pumper Vehicle Body Repair Service, \$50,000.00 annually, October 1, 2016 through September 30, 2019 with two, one year renewal options - will provide the San Antonio Fire Department with an annual contract for fire and pumper vehicle body repair service and parts. This contract will ensure timely repair of the emergency vehicles providing emergency services to the residents of the City of San Antonio. The specialized body repairs include painting and fabricating various parts to complete repairs. This contract will support 128 units: 68 fire engines, 63 ambulances, 31 ladder trucks, 9 brush trucks, 9 trailers of various types, 3 hazmat trucks, 3 specialty vehicles, 2 heavy duty rescue trucks, 2 water tankers and 1 fuel truck.

Contract procured on the basis of cooperative purchasing:

C. Paradigm Traffic Systems, Inc. for Radar Vehicle Detection Equipment, \$785,000.00 annually, upon award through March 31, 2017 - will provide the Transportation and Capital Improvements Department, Traffic Management Center with radar vehicle detection equipment to be installed at signalized intersections throughout the City. Radar detection equipment is used to detect motor vehicles approaching at intersections and send a message to traffic signal controller to indicate a vehicle is present allowing detection in various conditions such as fog, shadows or bright sunlight conditions.

Contract procured on the basis of sole source:

D. Infax, Inc. for Multi-User Flight Information System Maintenance and Support for the San Antonio International Airport, \$127,999.00 annually; \$667,215.00 contract period; upon award through December 31, 2019 with two, one year renewal options - will provide the Aviation Department with software, programming and maintenance for the existing Multi-Use Flight Information Display System (MUFIDS) serving both Terminal A and B at the San Antonio International Airport. INFAX, Inc. is the sole source vendor of WinFids which is the proprietary flight information display software which collects information from airline data feeds and displays it through MUFIDS. In addition to programming and maintenance, INFAX will provide

equipment, parts, and associated components.

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 his/her signature, that all items offered are considered a Sole Source.

Amendments:

E. Hyland Software, Inc. dba LawLogix for an Amendment to Annual Contract for LawLogix Guardian I-9 and E-Verify Licenses, \$17,880.00 annually; \$243,290.00 contract period; November 22, 2010 through June 30, 2017 with four, one year renewal options - this amendment to City approved Ordinance No. 2014-10-02-0730 passed on October 2, 2014 provides 13 licensed users to access the web based, electronic preparation and maintenance of I-9s. This amendment will allow for continued use of the established contract for the electronic preparation and maintenance of I-9's, for employment verification, which is required by law.

F. West Publishing Corporation dba West, a Thomson Reuters Business for an Amendment to Annual Contract for West Publishing Corporation Research Licenses and Materials, \$88,589.76 Year One; \$271,120.10 contract period; July 1, 2016 through June 30, 2019 - this amendment to City approved Ordinance 2015-12-17-1057 will be adding WestlawNext (Government Select Level 1 States), CLEAR Investigations Advanced and CLEAR Government Fraud, as Exhibits pursuant to Section 005-Supplemental Terms and Conditions of the RFO. This contract will provide City departments' access to legal research tools and materials.

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. Printing of Library Borrower Cards - 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 the 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 Ordinance does not apply to goods/supplies contracts; so no preference was applied to this contract.

B. Fire & Pumper Vehicle Body Repair Service - 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.

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 Business Program does not apply to good/supplies contracts, so no preference was applied to this contract.

C. Radar Vehicle Detection - Due to the lack of small, minority, and/or women businesses available to provide these goods and services, 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 good/supplies contracts, so no preference was applied to this contract.

D. Multi-User Flight Information System Maintenance and Support for the San Antonio International Airport - 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 non-professional service contracts, so no preference was applied to this contract.

E. Amendment to Annual Contract for LawLogix Guardian I-9 and E-Verify Licenses - 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 non-professional service contracts, so no preference was applied to this contract

F. Amendment to Annual Contract for West Publishing Corporation Research Licenses and Materials - 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 Ordinance does not apply to goods/supplies contracts, so no preference was applied to this contract.

ALTERNATIVES:

A. Printing of Library Borrower Cards - Should this contract not be approved, the San Antonio Public Library will not have a mechanism in place to allow library patrons to borrow library resources.

B. Fire & Pumper Vehicle Body Repair Service - Should this contract not be approved, vehicle body repairs for fire apparatus would need to be procured on an as needed basis. This would compromise the ability to make timely repairs to emergency vehicles and jeopardize the department's ability to provide emergency services.

Additionally, the City would not be able to capitalize on lower costs and more favorable terms that are associated with a long term contract for body repair.

C. Radar Vehicle Detection Equipment - Should this contract not be approved, the Transportation and Capital Improvements Department, Traffic Management Center would continue to use the existing VIVDS technology equipment and be unable to enhance detection of vehicles in the more complex imaging conditions, resulting in more calls to the Traffic Management Center regarding faulty signal controllers.

D. Multi-User Flight Information System Maintenance and Support for the San Antonio International Airport - Should this contract not be approved, it would prevent the Airport's flight information display system from receiving software upgrades and preventive maintenance services. In addition, any support needed for system outages would be on an hourly basis, as needed, at open market costs. This annual contract will allow the department to have 24/7/365 access to Infax system support, software maintenance, and enhancement services for up to 5 years. Infax, Inc. is the sole provider of software for the Infax MUFIDS at the San Antonio International Airport. There are no other sources for software support/maintenance for this proprietary equipment.

E. Amendment to Annual Contract for LawLogix Guardian I-9 and E-Verify Licenses - Should this amendment not be approved, the Human Resources Department will lack the necessary access for I-9 employment eligibility verification, which is required by law. In addition, Hyland Software, Inc., dba LawLogix Group, Inc. is the sole source provider of the LawLogix Guardian compliance solution. No other company can offer licensing for the Guardian product, which is already owned by the City of San Antonio.

F. Amendment to Annual Contract for West Publishing Corporation Research Licenses and Materials - Should this contract not be approved, the user departments will not receive the discount offered through contract pricing and will be required to pay full price resulting in potentially exceeding the planned budget for such services.

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 six 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, low bid, cooperative purchasing, sole source and contract amendments and Contract Disclosure Forms are not required.