



City of San Antonio

Agenda Memorandum

File Number:16-3788

Agenda Item Number: 6.

Agenda Date: 8/11/2016

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: CityWide

SUBJECT:

8/11/2016 Annual Contracts

SUMMARY:

An ordinance awarding nine 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 \$2,085,000.00. 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. Rush American Printing, Inc., TL Abbott Investments, LLC and Smith Print II for Supplemental Printing Services, \$114,000.00 annually (3 contracts, CityWide)

B. Poppe Automotive Warehouse for Auto Light Duty Truck Drum and Brake Parts, \$93,000.00 annually (1 contract, Building and Equipment Services Department)

C. Color Spot Nurseries for Bedding Plants, \$221,000.00 annually, (1 contract, Parks and Recreation, Center City Development and Operations and Aviation Departments)

D. Wagner Automation, Inc. for Magnetic Operators and Gates Installation, Preventive Maintenance, Repairs and Parts for SAT, \$100,000.00 annually (1 contract, Aviation Department)

E. Doggett Freightliner of South Texas for Cummins ISL G (Compressed Natural Gas Engines) Parts and

Service, \$200,000.00 annually (1 contract, Solid Waste Management Department)

F. ICL Performance Products, LP for Phos-Chek Foam for the San Antonio Fire Department, \$97,000.00 annually (1 contract, San Antonio Fire Department)

G. Metro Fire Apparatus Specialists, Inc. for SCBA Replacement Parts, \$1,260,000.00 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.

Contracts procured on the basis of low qualifying bid:

A. Rush American Printing, Inc., TL Abbott Investments, LLC and Smith Print II for Supplemental Printing Services, \$114,000.00 annually, upon award through September 30, 2018 with a one-year renewal option - will provide various City Departments with supplemental printing services, including categories such as letterheads, notepads, business cards, envelopes, postcards, decals, forms, copies, brochures, door hangers, posters, banners, and booklets. This contract will be managed by the City's Print and Mail Operations Division to support print and mail services for various City Departments.

B. Poppe Automotive Warehouse for Auto Light Duty Truck Drum & Brake Parts, \$93,000.00 annually, upon award through December 31, 2019 with two, one year renewal options - will provide the Building and Equipment Services Department with a contractor to furnish drum and brake parts for installation on automobile and light-duty trucks operated by various City of San Antonio departments.

Contracts procured on the basis of low bid:

C. Color Spot Nurseries for Bedding Plants, \$221,000.00 annually, October 1, 2016 through September 30, 2018 with one, one year renewal option - will provide the Parks and Recreation, Center City Development and Operations, and Aviation Departments with a professional nursery grower to provide a wide variety of bedding plants year round to landscape the City's high visibility park areas and International Airport. These plants will provide seasonal color to City public areas such as the Botanical Garden, the River Walk, Hemisfair Water Park, Sunken Gardens, Japanese Tea Garden, various downtown parks and other City facilities. Plants will be ordered on an as needed basis and varieties will be selected based on seasonal applications.

D. Wagner Automation, Inc. for Magnetic Operators and Gates Installation, Preventive Maintenance, Repairs and Parts for SAT, \$100,000.00 annually, upon award through December 31, 2019 with two, one year renewal options - will provide the Aviation Department with an annual contract for new and upgraded automatic gate access systems to protect the aircraft operations area at the San Antonio International Airport. This contract will also provide for on-call preventive maintenance, diagnostics, repairs/replacements, associated parts and the modification of existing gates to incorporate linear induction magnetic drive gate operators.

E. Doggett Freightliner of South Texas for Cummins ISL G (Compressed Natural Gas Engines) Parts and Service, \$200,000.00 annually, upon award through December 31, 2017 with one, one year renewal option - will provide the Solid Waste Management Department with a contract to furnish repair parts and services for

thirty refuse collection trucks equipped with Cummins ISL G (Compressed Natural Gas Engines). This contract will be utilized by the Solid Waste Management Department, Heavy Fleet Operations Division for repairs and replacing malfunctioning parts of American LaFrance Condor and Crane Carrier refuse trucks.

Contracts procured on the basis of public health or safety exemption:

F. ICL Performance Products, LP for Phos-Chek Foam for the San Antonio Fire Department, \$97,000.00 annually, October 1, 2016 through September 30, 2019 with two, one year renewal options - will provide the San Antonio Fire Department with a supplier to provide fire suppression foam to firefighters to fight Class A fires. This product is recommended by the manufactures of the fire engines for use in the CAFS pumpers and has been approved by the Fire Tool and Equipment Committee.

G. Metro Fire Apparatus Specialists, Inc. for SCBA Replacement Parts, \$1,260,000.00 annually, October 1, 2016 through December 31, 2019 with two, one year renewal options - will provide the San Antonio Fire Department with Scott Self-Contained Breathing Apparatuses repair parts and equipment needed to service existing SCBA's. The San Antonio Fire Department currently has 555 self-contained breathing apparatuses in its inventory.

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. Supplemental Printing Services - This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee set a 10% Minority/Women Business Enterprise (M/WBE) subcontracting goal. Rush American Printing, Inc., TL Abbott Investments, LLC and Smith Print II have committed to 10% M/WBE subcontractor participation.

The recommended awards are to the lowest responsive bidders, who are also local businesses. Therefore, application of the Local Preference Program was not required.

The Veteran-Owned Small Business Preference Program does not apply to non-professional services, so no preference was applied to this contract.

B. Auto Light Duty Truck Drum & Brake Parts - 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 Small Business Preference Program does not apply to goods/supplies contracts, so no preference was applied to this contract.

C. Bedding Plants - This contract is within the scope of the SBEDA Program. However, due to lack of available firms and/or subcontracting opportunities, the Goal Setting Committee was unable to apply a SBEDA tool to this contract.

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.

D. Magnetic Operators and Gates Installation, Preventive Maintenance, 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 is available.

The Local Preference Program does not apply to non-professional service contracts of \$500,000 or more, so no preference was applied to this contract.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

E. Cummins ISL G (Compressed Natural Gas Engines) Parts and 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 Small Business Preference Program does not apply to goods/supplies contracts, so no preference was applied to this contract.

F. Phos-Chek Foam for the San Antonio Fire Department - 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.

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.

G. SCBA Replacement Parts - 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.

There were no bids submitted from local bidders for this contract; therefore, the Local Preference was not applied.

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

ALTERNATIVES:

A. Supplemental Printing Services - Should this contract not be approved, City Departments would be required to purchase items on an as needed basis which may result in higher prices and delays in printing services.

B. Auto Light Duty Truck Drum & Brake Parts - Should this contract not be approved, the City will be required to purchase drum and brake parts on an as needed basis which could result in higher costs and increased down time of vehicles, thus delaying timely completion of maintenance and repair.

C. Bedding Plants - Should this contract not be approved, City departments would be required to procure bedding plants on an as needed basis. City departments will not realize fixed pricing and order consolidation cost savings associated with having a term contract in place.

D. Magnetic Operators and Gates Installation, Preventive Maintenance, Repairs and Parts for SAT - Should this contract not be approved, the Aviation Department will be required to procure automatic gate access systems, parts and preventive maintenance on an as needed basis. Lack of a contract could result in delaying repairs, resulting in an inefficient and less cost effective method of servicing City owned equipment.

E. Cummins ISL G (Compressed Natural Gas Engines) Parts and Service - Should this contract not be approved, the Solid Waste Management Department will be required to procure Cummins ISL G (Compressed Natural Gas Engines) parts and services on an as-needed basis which may result in higher pricing and delays on maintenance for City owned vehicles.

F. Phos-Chek Foam for the San Antonio Fire Department - Should this contract not be approved, the Fire department would be required to purchase the products without the benefit of a contract which could lead to delays in delivery, potentially higher prices and limited quantities.

G. SCBA Replacement Parts - Should this contract not be approved, the Fire Department will be required to purchase replacement parts for SCBA's as the need arises leading to increased costs and a delay in delivery time.

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 nine 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 and public health and safety exemptions and Contract Disclosure Forms are not required.