



City of San Antonio

Agenda Memorandum

File Number:17-3032

Agenda Item Number: 5.

Agenda Date: 5/25/2017

In Control: City Council Special Meeting

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Annual Job Order Contract for On-Call Plumbing Services for San Antonio Airport System

SUMMARY:

This ordinance authorizes acceptance of a proposal from The Brandt Companies, LLC, to provide the San Antonio Airport System with a contract to provide on call plumbing maintenance and repair services for an estimated annual amount of \$180,000.00. Funding for this annual contract will be allocated from the Aviation Operations and Maintenance Fund.

BACKGROUND INFORMATION:

The Aviation Department is seeking an on-call plumbing contract for the San Antonio Airport system. This on-call contract will allow the airport to keep its facilities' plumbing systems in good working order and respond quickly to repairs to minimize impact to airport operations and passengers. The City issued a Request for Competitive Sealed Proposal for "Annual Job Order Contract for On-Call Plumbing Services for the San Antonio Airport System" (RFCSP 6100008239) on November 18, 2016. On December 19, 2016, the Aviation Department received two proposals.

The evaluation committee consisted of representatives from Aviation Department. The Finance Department, Purchasing Division facilitated by ensuring compliance with City procurement policies and procedures.

The evaluation of each proposal was based on a total of one hundred points: thirty five points for experience, background, qualifications; thirty points for proposed plan; fifteen points for price schedule; ten points for SBE

Prime Contract Program; and ten points for M/WBE Prime Contract Program. Based on the City's standard RFCSP process, The Brandt Companies, LLC was recommended for award.

The initial term of the agreement shall be for a period of two years. Three additional one-year renewals at the City's option will also be authorized by this ordinance.

ISSUE:

This ordinance will provide the San Antonio Airport System with a contractor to provide on-call commercial plumbing maintenance and repair services. City Council approval is required for projects utilizing job orders over \$100,000.00.

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 applied the Small and Minority/ Women-Owned Business Enterprise Prime Contract Program with twenty (20) evaluation preference.

Recommended award 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.

ALTERNATIVES:

Should this contract not be approved, Aviation Department will be required to procure services on an as needed basis which could lead to inconsistent service and a delay in response time to maintenance and repair requests.

FISCAL IMPACT:

Funds are not encumbered by this ordinance. Funds for proposed contract are available in the Aviation Operations and Maintenance Fund.

RECOMMENDATION:

Staff recommends approval of the contract with The Brandt Companies, LLC to provide the San Antonio Airport System with plumbing maintenance and repairs for an estimated annual amount of \$180,000.00.

This contract is procured by means of a Request for Competitive Sealed Proposals and a Contract Disclosure Form is required.