



City of San Antonio

Agenda Memorandum

File Number:18-1351

Agenda Item Number: 8.

Agenda Date: 3/1/2018

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

3/1/2018 Annuals

SUMMARY:

An ordinance awarding five contracts to provide the City with commodities and services on an annual basis for the term of the contracts, for an estimated annual cost of \$5,017,000.00. This ordinance provides the procurement of the following items, as needed, and dependent on the Department's available budget, for the term of the contracts:

- A. BSN Sports for Recreational Games and Sports Equipment, \$100,000.00 annually (1 contract, Parks & Recreation Department)
- B. Helena Chemical Company and Red River Specialties, LLC for Herbicides - Storm Water Division, \$277,000.00 annually (2 contracts, Transportation and Capital Improvements)
- C. Alanis Wrecker Service for Towing Services of Mobile Stages, \$40,000.00 annually; \$200,000.00 contract period (1 contract, Parks and Recreation Department)
- D. Municipal Emergency Services, Inc. for Purchase of Bunker Gear, \$4,600,000.00 for 1st year, and \$1,100,000.00 annually for 2nd through 5th year (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 bid:

A. BSN Sports for Recreational Games and Sports Equipment, \$100,000.00 annually, upon award through December 31, 2020 with two, one year renewal options - will provide the Parks and Recreation Department with a contractor that will furnish and deliver recreational games and sports equipment. These items will be provided at catalog discount pricing on an “as needed” basis and will be used to support approximately 12,000 children attending the departments 26 year round community centers and 35 summer recreation sites.

B. Helena Chemical Company and Red River Specialties, LLC for Herbicides - Storm Water Division, \$277,000.00 annually, upon award through March 31, 2019, with one, one year renewal option - will provide the Transportation & Capital Improvements Department, Storm Water Operations Division, with a contractor to furnish and deliver various herbicides and materials assisting in controlling vegetation for invasive species within natural areas and eradication of vegetation within improved concrete channels.

C. Alanis Wrecker Service for Towing Services of Mobile Stages, \$40,000.00 annually; \$200,000.00 contract period, upon award through March 31, 2021 with two, one year renewal options - will provide the Parks and Recreation Department with an experienced, state licensed contractor to provide all labor and equipment required to provide towing services for three City owned 40’ x 9.5’ mobile stages. The mobile stages are utilized for special events at church grounds, city parks and parking lots.

Public Health or Safety Exemption:

D. Municipal Emergency Services, Inc. for Purchase of Bunker Gear, \$4,600,000.00 for 1st year, and \$1,100,000.00 annually for 2nd through 5th year, upon award through June 30, 2020 with two additional one year renewal options - The City of San Antonio Fire Department solicited offers for the purchase and delivery of Fire-Dex Bunker Gear consisting of Bunker Coats, Pants and Bunker Pants with Harness. Bunker Gear is the traditional turn out gear worn by firefighting personnel to provide protection during structural firefighting operations or other situations where there is a threat of fire. A trial test of bunker gear from six manufacturers was conducted by firefighters and the Personal Protective Equipment (PPE) committee evaluated and concluded Fire-Dex met and exceeded the current National Fire Protection Association (NFPA) standards and requirements for SAFD.

In addition to the purchase of Bunker Gear, the vendor will provide services consisting of inventory tracking of all gear purchased. The vendor will provide a web-based computerized inventory system to track and maintain historical information consisting of the following: distribution and replacement of PPE, employee SAP number, work location, item serial number, date replacements requested, etc.

The current Fire Collective Bargaining Agreement requires the City of San Antonio to issue personal protective clothing (bunker gear) and equipment to each firefighter. The Texas Commission on Fire Protection through Texas Government Code Chapter 419 also requires that the City provide personal protective clothing to all individuals assigned to the firefighting division.

A complete set of new bunker gear is provided to each fire cadet upon the start of training at the Fire Academy. New bunker gear is also provided to incumbent firefighters as their gear requires replacement due to age or damage beyond repair. Standards established by the NFPA (National Fire Protection Association) and adopted by the Texas Commission on Fire Protection require that all bunker gear be replaced after 10 years following the date of manufacture.

Funding for the initial purchase of 1,200 sets of bunker gear in the estimated amount \$2,600,000.00 is available through Municipal Lease and the FY 2018 Adopted General Fund Budget. Any additional purchases will be in accordance with the department's approved budget.

ISSUE:

This contract represents 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. Recreational Games and Sports Equipment - 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 responsive 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. Herbicides - 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.

C. Towing Services of Mobile Stages - 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.

The recommended award is to the low 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 non-professional service contracts, so no preference was applied to this contract.

D. Purchase of Bunker Gear - The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived due to the lack of small, minority, and/or women businesses available to provide these goods and services.

There were no bids 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.

ALTERNATIVES:

A. Recreational Games and Sports Equipment - Should this contract not be approved, the City would be required to solicit quotes for required recreational games and sports equipment on an as needed basis, where increased costs due to non-contract buying could be realized. Non-contract rates may result in increased costs and could adversely affect timeliness of delivery.

B. Herbicides - Should this contract not be approved, the Transportation and Capital Improvements Department, Storm Water Operations Division, will be required to process individual procurements as needs arise. In addition, the department will not realize fixed pricing and order consolidation cost savings associated with having a term contract in place.

C. Towing Services of Mobile Stages - Should this contract not be approved, the City would be required to solicit quotes for required towing services for mobile stages on an as needed basis. Non-contract rates may result in increased costs and adversely affect timeliness of service delivery.

D. Purchase of Bunker Gear - Should this contract not be approved, the Fire Department would be required to purchase Bunker Gear as requirements arise resulting in an inability to track inventory, control lead time and ultimately control cost.

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 these five 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 public health or safety exemption, and Contract Disclosure Forms are not required.