



City of San Antonio

Agenda Memorandum

File Number:18-5947

Agenda Item Number: 5.

Agenda Date: 11/29/2018

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

11/29/2018 Annuals

SUMMARY:

An ordinance awarding five contracts to provide the City with commodities and services on an annual basis for the term of the contract, for an estimated annual cost of \$390,000.00. This ordinance provides the procurement of the following items, as needed, and dependent on the Department's available budget, for the term of the contract:

- A. Bane Machinery, Inc. and Nueces Power Equipment for Diamond Z and Hamm Roller Parts, \$96,000.00 annually (2 contracts, Solid Waste Management Department)
- B. Bibliocommons, Inc. for Bibliocore and Bibliomobile Applications, \$138,897.65 initial term; \$706,060.61 contract term (1 contract, Library)
- C. Tyler Technologies, Inc. for SAMHD Data Management System - San Antonio Metro Health District, \$391,061.30 contract term (1 contract, San Antonio Metropolitan Health District)
- D. West Publishing Corporation dba West, A Thomson Reuters Business for Amendment II to Annual Contract for West Publishing Corporation Research Licenses and Materials, \$83,376.36 for initial term; \$326,898.84 contract term (1 contract, City Attorney's Office)

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. Bane Machinery, Inc. and Nueces Power Equipment for Diamond Z and Hamm Roller Parts, \$96,000.00 annually, upon award through June 30, 2021 with two, one year renewal options - will provide the Solid Waste Management Department with parts to repair Diamond Z grinders and Hamm Rollers. There are seven Hamm Roller units in the City's fleet for use in street repairs and construction of parking lots. There is currently one Diamond Z grinder that is used to support brush sites in the City of San Antonio.

Contracts procured on the basis of sole source:

- B. Bibliocommons, Inc for Bibliocore and Bibliomobile Applications, \$138,897.65 initial term, \$706,060.61 contract term, December 1, 2018 through November 30, 2019 with four, one year renewal options - will provide the San Antonio Public Library (SAPL) with a subscription to Bibliocore and continued maintenance and support for the currently deployed Bibliomobile Application. On April 3, 2014, City Council approved a contract with Bibliocommons to deploy a library specific mobile application. The application has been well received by SAPL patrons. The new Bibliocore functionality will improve the patron experience by providing an on-line experience similar to on-line retail shopping.
- C. Tyler Technologies, Inc. for SAMHD Data Management System - San Antonio Metropolitan Health District, \$391,061.31 contract term, December 1, 2018 through November 30, 2019 with four, one year renewal options - will provide the San Antonio Metropolitan Health District (SAMHD) with the purchase of additional functionality and maintenance for continued access and support to the data management system already in place. This service is used for permitting/licensing and health inspections of food establishments, daycare centers, public swimming pools and other areas frequented by the public. SAMHD will be augmenting the current data management system to include functionality for tracking information related to the newly added Tobacco 21 program.

Amendment:

- D. West Publishing Corporation dba West, A Thomson Reuters Business for Amendment II to Annual Contract for West Publishing Corporation Research Licenses and Materials, \$83,376.36 for initial term; \$326,898.84 contract period, upon award through November 30, 2021 with a one year renewal option - will be replacing City's contract for WestlawNext (Government Select Level 1 States), dated March 3, 2016 with a contract for West Proflex. This new plan provides expanded legal research content and an increased number of licenses for additional users.

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. Diamond Z and Hamm Roller Parts - 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 submitted from local bidders; 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.

B. Bibliocore and Bibliomobile Applications - This contract is exempt from competitive bidding and is excluded from the scope of the SBEDA program.

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.

C. SAMHD Data Management System - San Antonio Metropolitan Health District - This contract is exempt from competitive bidding and is excluded from the scope of the SBEDA program.

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.

D. Amendment II to Annual Contract for West Publishing Corporation Research Licenses and Materials - This amendment is exempt from competitive bidding and is excluded from the scope of the SBEDA program.

This amendment 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. Diamond Z and Hamm Roller Parts - Should these contracts not be approved, the City would be required to provide parts for the City's fleet on as needed basis which may result in higher prices and delays in equipment repairs.

B. Bibliocore and Bibliomobile Applications - Should this contract not be approved, the Library would have to begin the procurement process to obtain another mobile application potentially resulting in lack of mobile device access by the public to the Library's website.

C. SAMHD Data Management System - San Antonio Metropolitan Health District - the software provided by Tyler Technologies, Inc. is a proprietary owned product. Should this contract not be approved, Metro Health would need to go back to the competitive bid process to possibly identify a new vendor and product to provide these services.

D. Amendment II to Annual Contract for West Publishing Corporation Research Licenses and Materials -

should this contract not be approved, the utilizing department will not receive the discount offered through competitive 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 these 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 sole source and Contract Disclosure Forms are not required.