



# City of San Antonio

## Agenda Memorandum

**File Number:**19-4259

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**Agenda Item Number:** 4.

**Agenda Date:** 6/13/2019

**In Control:** City Council A Session

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**DEPARTMENT:** Finance

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Annual Contract for Fire Detection and Fire Suppression Systems and Equipment Services for the San Antonio Airport System.

### **SUMMARY:**

This ordinance authorizes a three year contract, with two one-year renewals, with Western States Fire Protection Co. in an estimated annual amount of \$300,000.00 to provide fire detection and fire suppression systems and equipment services for the San Antonio Airport System. Funding for the first year of this contract is available from the FY 2019 Airport Operating and Maintenance Fund. Funding for future years will be subject to appropriations as part of the annual budget process.

### **BACKGROUND INFORMATION:**

This ordinance authorizes a proposal submitted by Western States Fire Protection Co. to provide the San Antonio Airport System with quarterly, semi-annual, and annual inspections, repairs (to include replacements), installations, testing, and monitoring of the fire detection and fire suppression systems for San Antonio International Airport and Stinson Municipal Airport.

The City issued a Request for Competitive Sealed Proposal (RFCSP) 6100011128 for “Annual Contract for Fire Detection and Fire Suppression Systems and Equipment Services for the San Antonio Airport System” on January 11, 2019, with a submission deadline of February 11, 2019. One proposal was received and deemed eligible for evaluation. Western States Fire Detection Co. is being recommended for award based on the City’s standard RFCSP evaluation process.

The evaluation committee consisted of representatives from Aviation Department, Convention Sports & Entertainment Facilities, and the Airport Advisory Commission. The Finance Department, Purchasing Division assisted by ensuring compliance with City procurement policies and procedures. The proposal was evaluated on a consensus basis based on the following criteria: experience, background, and qualifications; proposed plan; respondent's price schedule; SBE Prime Contractor Program Affirmative Procurement Initiative; and M/WBE Prime Contractor Program Affirmative Procurement Initiative. Additional categories of consideration included references and financial qualifications.

If authorized the initial term of the agreement will be through September 30, 2022, with the option for two additional one-year renewals.

## **ISSUE:**

This contract will provide fire detection and fire suppression systems and equipment services for the San Antonio Airport System. The contractor will provide routine quarterly, semi-annual, and annual inspections, repairs (to include replacements), installations, testing, and monitoring of the fire detection and fire suppression systems; fire extinguisher inspections, testing, repairs, and recharge; wall hydrant and dry barrel hydrant inspections and testing; and elevator fire recall testing at San Antonio International Airport (including the new ConRAC) and Stinson Municipal Airport.

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 ten (10) evaluation preference points.

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.

## **ALTERNATIVES:**

Should this contract not be approved, the 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:**

This ordinance authorizes a three year contract, with two one-year renewals, with Western States Fire Protection Co. in an estimated annual amount of \$300,000.00 to provide fire detection and fire suppression systems and equipment services for the San Antonio Airport System. Funding for the first year of this contract is available from the FY 2019 Airport Operating and Maintenance Fund. Funding for future years will be subject to appropriations as part of the annual budget process.

**RECOMMENDATION:**

Staff recommends the approval of this contract with Western States Fire Protection Co. to provide the Aviation Department with fire detection and fire suppression system and equipment services for an estimated amount of \$300,000.00 annually.

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