



City of San Antonio

Agenda Memorandum

File Number:19-6413

Agenda Item Number: 5.

Agenda Date: 10/3/2019

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Annual Job Order Contract (JOC) for On-Call Plumbing Services for SAAS - Aviation

SUMMARY:

This ordinance authorizes a contract with Mueller & Wilson, Inc., to provide on-call plumbing maintenance and repair services for the San Antonio Airport System for a total estimated annual cost of \$200,000.00. Funding for this contract is available through the Airport Operating and Maintenance Fund.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is a proposal submitted by Mueller & Wilson, Inc. to provide on-call plumbing services at San Antonio International Airport and Stinson Municipal Airport. This on-call contract will allow the airport to keep its facilities' plumbing systems in good working order and respond quickly to repairs in order to minimize the impact to airport operations and passengers.

The City issued a Request for Competitive Sealed Proposals for "Annual Job Order Contract for On-Call Plumbing Services for the San Antonio Airport System" (RFCSP 6100011090) on March 27, 2019, with a submission deadline of May 1, 2019. Three proposals were received and deemed eligible for evaluation.

The evaluation committee consisted of four representatives from Aviation Department and one representative from the Building and Equipment Services Department. The Finance Department, Purchasing Division assisted by ensuring compliance with City procurement policies and procedures.

The evaluation committee met on July 29, 2019 to evaluate the three responsive proposals received. The proposals were evaluated based on the firm's qualifications, experience, previous performance (35 points), proposed plan (30 points), price schedule (15 points), SBE Prime Contract Program (10 points), and M/WBE Prime Contract Program (10 points). Additional categories of consideration included references and financial qualifications. After committee review, discussion and scoring, Mueller & Wilson, Inc. was recommended for award by the evaluation committee.

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

ISSUE:

This contract will provide the Aviation Department with a qualified contractor to provide on-call plumbing services for San Antonio International Airport and Stinson Municipal Airport. City Council approval is required for projects utilizing job orders over \$100,000.00 in value.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. Mueller & Wilson, Inc. is a small owned firm that received ten evaluation preference points as they are located within the San Antonio Metropolitan Statistical Area.

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 have to rely solely on the existing on-call plumbing services contract. Once funds are expended on the current contract, the Aviation Department will be required to conduct a solicitation each time plumbing services are required which could lead to inconsistent service and a delay in response time to maintenance and repair requirements.

FISCAL IMPACT:

This Ordinance approves a contract with Mueller & Wilson, Inc. to provide on-call plumbing maintenance and repair services for the San Antonio Airport System for a total estimated annual cost of \$200,000.00. For FY 2020, \$200,000 is available in the Airport Operating and Maintenance Fund; funding for future years is contingent upon City Council appropriations in future fiscal years.

RECOMMENDATION:

Staff recommends approval of the contract with Mueller & Wilson, Inc. to provide the San Antonio Airport System with on-call plumbing maintenance and repairs for an estimated annual amount of \$200,000.00.

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

