



City of San Antonio

Agenda Memorandum

File Number:20-4885

Agenda Item Number: 6.

Agenda Date: 9/10/2020

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

9/10/2020 Annual Contracts

SUMMARY:

An ordinance awarding three 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 \$296,000.00. 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. RockGuard AutoGlass LLC for Replacement of Automotive Glass, \$120,000.00 annually (1 contract, Citywide)
- B. Siemens Industry for HVAC Control Services for San Antonio International Airport, \$145,507.50 year 1; \$296,430.30 contract value (1 contract, Aviation)
- C. OAG Aviation Worldwide LLC for OAG Flight View Data Services, \$30,000.00 average annually; \$120,014.00 total contract value (1 contract, Aviation)

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.

Contract procured on the basis of low bid:

A. RockGuard AutoGlass LLC for Replacement of Automotive Glass, \$120,000.00 annually, upon award through June 30, 2023 with two, one-year renewal options - will provide the City of San Antonio with automotive glass repair and replacement services. The contract will be utilized by Building and Equipment Services Department - Fleet Division, Solid Waste Management Department, and the San Antonio Fire Department for the entirety of their automotive fleet.

Sole Source:

B. Siemens Industry for HVAC Control Services for APOGEE Building Automation System, \$145,507.50 year 1, September 1, 2020 through August 31, 2023 with two, one-year renewal options - will allow the Aviation Department to upgrade the HVAC controls system software to Desigo CC workstation software and provide ongoing on-site system operator/staff support, software support and updates, data protection backup, data recovery services, and technical support services for the existing Siemens APOGEE Building Automation System (BAS). The APOGEE Building Automation System monitors and controls the HVAC system that is critical to the environmental conditions at the San Antonio International Airport.

The total contract amount for this purchase is \$296,430.30 for a 5 year period. Year 1 is \$145,507.50 and includes one time purchase of software upgrade and support. Years 2 - 5 is approximately \$38,000.00 annually for software support, technical support, parts and labor.

These items are being purchased as a Sole Source according to the provisions of Texas Statutes Local Government Code 252.022.07. No other source can supply the items listed nor can any comparable item fulfill the same requirements.

C. OAG Aviation Worldwide LLC for OAG Flight View Data Services, \$30,000.00 annually; \$124,014.00 total contract value, September 11, 2020 through September 10, 2024 - will provide the Aviation Department with flight information data services with specially licensed data feeds to assist with better handling of airline movement and scheduling. The data feeds include the Standard Schedule Information Manual (SSIM) and Flight View XML (FV XML). This data is needed to maximize the effectiveness of the new Common Use Passenger Processing System (CUPPS) being implemented at the San Antonio International Airport.

These items are being purchased as a Sole Source according to the provisions of Texas Statutes Local Government Code 252.022.07. No other source can supply the items listed nor can any comparable item fulfill the same requirements.

ISSUE:

These contracts represent 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. Replacement of Automotive Glass

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 lowest responsive 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 goods/supplies contracts, so no preference was applied to this contract.

B. HVAC Control Services -

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.

C. OAG Flight View Data Services -

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:

A. Replacement of Automotive Glass - Should this contract not be approved, the City of San Antonio would be required to solicit quotes on an as needed basis, potentially resulting in increased costs and service delays for City vehicles.

B. HVAC Control Services - Should this contract not be approved, the Aviation Department would not be able to upgrade the software for the HVAC Control Services for APOGEE Building Automation System and will be required to procure parts and required support on an as-needed basis. Lack of a contract could result in delaying support and repairs, cause inefficiencies and possible security issues with perimeter control.

C. OAG Flight View Data Services - Should this contract not be approved, the Aviation Department will not be able to fully maximize the effectiveness of the Common Use Passenger Processing System (CUPPS) which is designed to provide Aviation with the ability to assign incoming flights to gates based on availability and efficiency.

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.