



City of San Antonio

Agenda Memorandum

File Number:21-3667

Agenda Item Number: 10.

Agenda Date: 6/10/2021

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

6/10/2021 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 \$112,099.00. 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. Mulder Fire Protection, Inc. for Fire Sprinkler Inspections and Maintenance for Alamodome, \$59,000.00 annually (1 contract, Convention and Sports Facilities)
- B. JF Filtration dba Joe W. Fly Co., Inc. for HVAC Disposable Air Filters for San Antonio Airport System, \$12,000.00 annually; \$60,000.00 total contract value (1 contract, Aviation Department)
- C. Automated Logic Contracting Services, Inc. for Building Automation System (BAS) for BESD, \$41,099.00 year 1; \$227,457.40 contract period (1 contract, Building and Equipment Services)

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. Mulder Fire Protection, Inc. for Fire Sprinkler Inspections and Maintenance for Alamodome, \$59,000.00 annually, July 1, 2021 through March 31, 2024 with two, one year renewal options - will provide the Convention and Sports Facilities Department with a contractor to provide Fire Sprinkler Inspections and Maintenance Services for the Alamodome. Fire inspections for public facilities are a requirement of the National Fire Protection Association. Contractor will provide weekly, quarterly, and annual inspections, internal or external pump flow tests, and one 5-year internal valve inspection. The contract also includes labor and materials for repairs and maintenance on an as-needed basis.

B. JF Filtration dba Joe W. Fly Co., Inc. for HVAC Disposable Air Filters for San Antonio Airport System, \$12,000.00 annually; \$60,000.00 total contract value, upon award through June 30, 2024 with two, one-year renewal options - will provide Heating, Ventilating, and Air Conditioning (HVAC) Disposable Air Filters for the Aviation Department. HVAC Filters are required to remove air borne particles and protect the equipment, maximizes equipment effectiveness/efficiency and ensures expected useful life of HVAC system is obtained. These filters will be utilized by San Antonio Airport System (SAAS) including San Antonio International Airport and Stinson Municipal Airport.

Sole Source:

C. Automated Logic Contracting Services, Inc. for Building Automation System (BAS) -BESD, \$41,099.00 year 1; \$227,457.40 contract period, July 1, 2021 through June 30, 2024, with two, one year renewal options - will provide the Building and Equipment Services Department with continuation of services with Automated Logic Contracting Services, Inc. for preventive maintenance and repairs for the Building Automation System (BAS). The BAS is a system that monitors and controls a building's Heating Ventilation Air Conditioning (HVAC) system. The BAS will adjust building temperature and provides notification of component malfunctions such as overheating. The BAS is utilized at seven facilities; Animal Care Services, Emergency Operations Center, Municipal Plaza Building, Cliff Morton Development and Business Services Center (One Stop), Plaza De Armas, Public Safety Headquarters and Police Property and Evidence Storage Facility.

These items are being procured as a Sole source according to the provisions of the 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. Fire Sprinkler Inspections and Maintenance for Alamodome -

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 non-professional services contracts, so no preference was applied to this contract.

B. HVAC Disposable Air Filters for San Antonio Airport System -

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.

In accordance with the Local Preference Program, no local preference was applied, since the local bidder is not within 3% of the recommended lowest non-local bidder.

The Veteran-Owned Small Business Preference Program does not apply to goods/supplies contracts, so no preference was applied to this contract.

C. Building Automation System (BAS) for BESD -

This contract is an exception to the SBEDA and Local Preference Programs.

The Veteran-Owned Small Business Preference Program does not apply to non-professional services contracts, so no preference was applied to this contract.

ALTERNATIVES:

A. Fire Sprinkler Inspections and Maintenance for Alamodome - Should this contract not be approved, the Convention and Sports Facilities Department would be required to purchase services on an as needed basis where increased costs would be realized and delay the timeliness of inspections which are required by the National Fire Protection Association.

B. HVAC Disposable Air Filters for San Antonio Airport System - Should this contract not be approved, the Aviation Department will be required to process individual procurements for HVAC disposable filters on an as-needed basis. Procuring outside of a contract will likely result in negative impacts on the timeliness, efficiency and cost of HVAC disposable filters.

C. Building Automation System (BAS) for BESD - Should this contract not be approved, the Building and Equipment Services Department will be required to procure maintenance and repairs on an as-needed basis which may result in higher pricing and delays in returning the systems to service.

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.