



City of San Antonio

Agenda Memorandum

File Number:15-2166

Agenda Item Number: 7.

Agenda Date: 4/16/2015

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: 2

SUBJECT:

4/16/15 Annual Contract

SUMMARY:

An ordinance awarding a contract to provide the City with commodities and services on an annual basis for the terms of the contract, for an estimated annual cost of \$77,000.00. This ordinance provides the procurement of the following items, as needed, and dependent on the Convention and Sports Facilities (CSF) Department's available budget, for the terms of the contracts:

Mulder Fire Protection for Fire Sprinkler Inspections and Maintenance for the Alamodome, \$77,000.00 annually (1 contract, Convention and Sports Facilities)

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.

Mulder Fire Protection for Fire Sprinkler Inspections and Maintenance for the Alamodome, \$77,000.00 annually, upon award through June 30, 2018 with two, one year renewal options will provide the CSF 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.

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.

Fire Sprinkler Inspections and Maintenance for the Alamodome - This contract is within the scope of the Small Business Economic Development Advocacy (SBEDA) Program. However, due to the type of commodities/services being procured and value of the contract, no SBEDA tool is available.

This contract 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:

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

FISCAL IMPACT:

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the CSF Department's adopted budget approved by City Council. Purchases made by the CSF Department are as needed and dependent upon available funds within their adopted budget.

RECOMMENDATION:

Staff recommends the acceptance of a contract submitted through this ordinance to provide the City with specified services on an annual contract basis. This annual contract is critical to the City's daily operations.

This contract was procured on the basis of public health or safety exemption and a Contracts Disclosure Form is not required.