



# City of San Antonio

## Agenda Memorandum

**File Number:**15-3984

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**Agenda Item Number:** 6.

**Agenda Date:** 8/6/2015

**In Control:** City Council A Session

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**DEPARTMENT:** Finance

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Council District 9

**SUBJECT:**

Carpet Tile, Vinyl Composition Tile (VCT) and Cove Base, Removal & Installation

**SUMMARY:**

This ordinance authorizes a contract with Allied Associates Commercial Floors, Inc. to provide the Aviation Department with Carpet Tile, Vinyl Composition Tile (VCT) and Cove Base for a total cost of \$87,515.14. Funding will be available from the Airport Operating and Maintenance Fund.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is the attached tabulation of four bids for the Aviation Department to replace existing flooring at Aviation Department Administration offices located on the Mezzanine Level of Terminal A at the San Antonio International Airport in \$87,515.14. This contract will provide the Aviation Department with the removal and disposal of existing carpet tiles, VCT, cove wall base and the purchase, delivery and installation of new carpet tiles (including attic stock), VCT and cove wall base.

**ISSUE:**

The City issued an Invitation for Bid to replace existing flooring with new flooring at the Aviation Department Administration offices. Bid included all materials and labor needed for replacement and installation of new carpet tiles, VCT, and cove wall base. The carpet tiles specified were from the Shaw/Flight Collection Series, or an approved equal. The low bid was a proposed equivalent to the specified carpet. Upon review by the

Aviation Department, it was determined the low (alternate) bid did not meet the specified design aesthetics and was determined to be non-responsive.

All flooring is covered by a ten year manufacturer's warranty to cover manufacturing defects and a ten year installation warranty to cover improper installation and/or imperfections.

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.

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.

**ALTERNATIVES:**

The current carpet tiles have met or will meet their age duration. Should this contract not be approved, the Aviation Department will have to repair current and future carpet tiles that are "discontinued" with similar looking materials and could result in higher maintenance costs.

**FISCAL IMPACT:**

The total cost for the replacement of existing flooring with new flooring at the Aviation Department Administration offices is \$87,515.14 and will be funded through the Airport Operating and Maintenance Fund.

**RECOMMENDATION:**

Staff recommends the approval of this contract with Allied Associates Commercial Floors, Inc. for a total cost of \$87,515.14.

This contract is procured on the basis of low bid and a Contracts Disclosure Form is not required.