



City of San Antonio

Agenda Memorandum

File Number:15-4378

Agenda Item Number: 6.

Agenda Date: 9/10/2015

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: 9

SUBJECT:

Audio/Visual Equipment Upgrade for Airport Emergency Center

SUMMARY:

This ordinance authorizes a contract with Digital Display Solutions, Inc. to provide the Aviation Department with an Audio/Visual (A/V) Equipment Upgrade to digital from the current analog system at the San Antonio International Airport's Airport Emergency Center (AEC) for a total cost of \$115,383.21. Funding will be available from the Airport Operating and Maintenance Fund.

BACKGROUND INFORMATION:

The San Antonio International Airport's AEC is the hub of vital data and information during airport incidents and emergencies. To ensure the reliability and functionality of the systems in the AEC, the Aviation Department budgeted to upgrade the system from analog to digital equipment to ensure operation for the foreseeable future. Included in the proposed equipment upgrades is a new connection from the AEC to the Airport's Terminal A Mezzanine Conference Room, which is designated as a Policy room during major incidents. This upgrade will allow for Airport executives and city officials to coordinate their assistance by receiving pertinent event information during emergencies from this location.

The City issued an Invitation for Bid, RFx 6100005935, on 6/16/15 for a contractor to provide and install an audio/visual equipment upgrade for the AEC. The bid closed on 7/13/15 and two bids were received. Digital Display Solutions, Inc. is a small, minority-owned business.

ISSUE:

The project will consist of Crestron equipment, labor, materials and programming modifications to be performed by a Crestron Certified Programmer.

The purpose of this AEC A/V equipment improvement project is to replace existing, outdated equipment with new equipment and associated warranties; obtain an annual Service Level Agreement for preventative maintenance and software updates, etc. over five years, provide for stand-by service during emergency activations and access required service and parts as needed for repairs. The A/V equipment upgrade, maintenance and repair services are needed to meet the Federal Aviation Administration's annual review requirements of the airport's emergency procedures and to maintain operational efficiency at the AEC.

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.

The recommended award is the lowest responsive bidder, who is also a local business. Therefore application of the Local Preference Program is not applied.

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

ALTERNATIVES:

Should this contract not be approved, the City will be required to purchase audio/visual equipment on an as needed basis, where increased costs due to non-contract buying could be realized and cause a delay in delivery times that may impact the City's ability to meet the Federal Aviation Administration's requirements for airport emergency procedures.

FISCAL IMPACT:

The total cost for upgrading audio/visual equipment from analog to digital equipment at the San Antonio International Airport's Airport Emergency Center is \$115,383.21 and will be funded through the Airport Operating and Maintenance Fund.

RECOMMENDATION:

Staff recommends the approval of this purchase with Digital Display Solutions, Inc. for a total cost of \$115,383.21.

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