



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 5

Agenda Date: February 27, 2025

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: District 1, District 2

SUBJECT:

HBGCC Lehigh Controller Upgrades

SUMMARY:

This ordinance authorizes a contract with Alterman, Inc. to provide a Lehigh Controller Upgrade for the lighting control system of the Eastside of the Henry B. Gonzalez Convention Center (HBGCC), Convention and Sports Facilities Department. The Lehigh Controller upgrade includes parts, supplies and installation for a total cost of \$182,845. Funding for this contract is available from the Convention Center Improvement and Contingency fund included in the FY 2025 Capital Budget.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is the offer submitted by Alterman, Inc. to provide Lehigh Controller upgrades to include materials and installation for the HBGCC. The Lehigh lighting control system for the HBGCC was installed in 2015 and the system has not received an upgrade since the original installation. The area for the lighting control is the eastside of the HBGCC including all the meeting rooms, Stars at Night Ballroom, and pre-function areas. The equipment and technology at the HBGCC provided by Lehigh Electric Products Company (Lehigh) are proprietary in nature, and Alterman, Inc. is the only vendor authorized by

Lehigh to diagnose, repair, and maintain equipment and cannot be provided by a third party. Any work performed by a third party not authorized to perform the upgrade, may void the service agreement currently in place for Lehigh equipment at the HBGCC.

The City issued a Request for Offer (RFO) for the “Purchase of Lehigh Controller Upgrade for Convention and Sports Facilities (CSF)” (RFO, 6100018618) to Alterman Inc., a cooperative vendor, on November 19, 2024, with a submission deadline of December 5, 2024. Alterman, Inc. submitted an offer, meets the published specifications, and is recommended for the contract award.

This contract was procured based on BuyBoard Cooperative Contract No. 733-24 and in accordance with the Texas Local Government Purchasing Cooperative (BuyBoard) passed through Ordinance 97097, dated 1/30/2003. Utilizing the BuyBoard Cooperative Contract enables Alterman, Inc. to upgrade existing Lehigh electrical fixtures currently in use on the Eastside of the HBGCC. Contracts awarded through this Purchasing Cooperative are competitive and meet all bidding requirements.

This contract will begin upon the effective date of the ordinance awarding the contract. This contract will terminate upon completion of all work described herein or delivery of all goods and services ordered, as applicable.

ISSUE:

The Lehigh lighting controllers for the eastside of the HBGCC are due for upgrade to include parts, supplies and installation. The parts have a 12-week lead time. The upgrade will increase the life of the existing Lehigh system, increase serviceability, and refresh existing product warranty. Manufacturer standard warranty includes one-year full parts and labor replacement or 18 months from date of products shipment whichever is greater. Lehigh Electric Products Company products life expectancy projection is a minimum of 10 years.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived as the department utilized BuyBoard Contract no. 733-24 with a non-SBEDA eligible firm, Alterman Inc.

This contract is an exception to the Local Preference Program.

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

ALTERNATIVES:

There are no alternatives.

FISCAL IMPACT:

This ordinance authorizes a contract with Alterman, Inc. to provide a Lehigh Controller Upgrade for the lighting control system of the eastside of the HBGCC, Convention and Sports Facilities Department. The Lehigh Electric Products Company upgrades include parts, supplies and installation for a total cost of \$182,845. Funding for this contract is available from the Convention Center Improvement and Contingency fund included in the FY 2025 Capital Budget.

RECOMMENDATION:

Staff recommends approval of this ordinance.

This contract was procured by means of cooperative purchasing and a Contracts Disclosure Form is not required.