



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** {{item.number}}

**Agenda Date:** November 30, 2023

**In Control:** City Council A Session

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** District 1, District 2

**SUBJECT:**

Portable Dance Floor for the Henry B. Gonzalez Convention Center

**SUMMARY:**

This ordinance authorizes a contract with SICO America Inc. in the amount of \$138,155.00 to provide a Portable Dance Floor at the Henry B. Gonzalez Convention Center. Funds in the amount of \$113,776 are available from the Texas Public Facilities Corporation and included in the FY 2024 – FY 2029 Capital Improvement Program. Funds in the amount of \$24,379 will be reallocated from the HBGCC West Building Encased Space project for this contract.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is a bid submitted by SICO America Inc. to provide a contract to replace the existing dance floor with a new and efficient portable dance floor used for various annually held special events at the Henry B. Gonzalez Convention Center.

The current portable dance floor in the Henry B. Gonzalez Convention Center is displaying wear and tear due to usage, thus having surpassed its useful life. To maintain proper safety for use, it is

necessary that the existing dance flooring be replaced. The portable dance floor will be used on as needed basis for special events held at the Henry B. Gonzalez Convention Center

The City issued an Invitation for Bid (IFB) for a Portable Dance Floor for the Convention Center on November 9, 2022, with submission deadline of December 9, 2022. The IFB was advertised in the San Antonio HartBeat, TVSA Channel, the City's Bidding & Contracting opportunities website, the San Antonio e-Procurement System and an email notification was released to a list of registered vendors that could provide the portable dance floor. Two responses were received. SICO America Inc. meets the published bid specification and is recommended for award.

#### **ISSUE:**

This contract will provide the Henry B. Gonzalez Convention Center with a replacement portable dance floor. Due to wear and tear over time, the portable dance floor is necessary for replacement. The contractor will provide delivery and materials necessary for the proper execution of this contract. SICO America Inc. warrants the new portable dance floor with a three (3) year warranty. The product will be free from defects in material and workmanship and a ten (10) year warranty on the cam-lock locking system.

This contract is within the scope of the Small Business Economic Development Advocacy (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.

There were no bids submitted from local bidders for this contract; therefore, the Local Preference Program was not applied.

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

#### **ALTERNATIVES:**

Should this contract not be approved, the Convention and Sports Facilities Department, Henry B. Gonzalez Convention Center would not be able to provide the appropriate flooring to host future special events requiring a dance floor for the community.

#### **FISCAL IMPACT:**

This ordinance authorizes a contract with SICO America Inc. in the amount of \$138,155.00 to provide a Portable Dance Floor at the Henry B. Gonzalez Convention Center. Funds in the amount of \$113,776 are available from the Texas Public Facilities Corporation and included in the FY

2024 – FY 2029 Capital Improvement Program. Funds in the amount of \$24,379 will be reallocated from the HBGCC West Building Encased Space project for this contract.

**RECOMMENDATION:**

Staff recommends the approval of an ordinance for acceptance of a contract with SICO America, Inc to provide the Convention and Sports Facilities Department, Henry B. Gonzalez Convention Center with a replacement Portable Dance Floor for a total cost of \$138,155.00.

This contract is procured by means of a low bid and a Contracts Disclosure Form is not required.