



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 5

**Agenda Date:** March 21, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

InstAlert Signs for San Antonio International Airport

**SUMMARY:**

This ordinance authorizes a contract with All Traffic Solutions Inc. for the purchase and delivery of six trailer-mounted equipment, ATS-5 Trailers with InstAlert 24 message board for the Aviation Department, for a total amount of \$89,975.32. Funding for this contract is available from the Airport Operating & Maintenance Fund FY 2024 Adopted Budget.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is the offer submitted by All Traffic Solutions Inc. to provide the Aviation Department with six (6) ATS-5 Trailers with InstAlert 24 message board trailer mounted equipment. This equipment will help direct motorists away from parking areas that have reached capacity, so motorists do not spend unnecessary time looking for a parking space. Aviation Department currently rents about 10 larger similar equipment units at a time for large traffic events for parking operations only, at a minimum of 5 times a year. This equipment would serve multiple purposes across the department especially with upcoming construction at the Airport. The equipment comes with traffic cloud, which is a service that allows the messaging on the units to be controlled remotely.

The City issued a Request for Offer (RFO) for “InstAlert Signs for San Antonio International Airport”

(RFO, 6100017201) on September 22, 2023, with a submission deadline of September 28, 2023. One offer was received. All Traffic Solutions, Inc., is recommended for contract award based on published specifications.

This purchase is made in accordance with the Texas Local Government Purchasing Cooperative BuyBoard passed through Ordinance 97097 dated 1/30/2003. This equipment will be purchased from All Traffic Solutions, Inc., utilizing the BuyBoard cooperative contract number 703-23. The use of the cooperative contract allows the Aviation Department to access specific and specialized equipment and is more cost effective in comparison to renting larger equipment that the department currently utilizes.

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:**

This offer submitted by All Traffic Solutions Inc. will provide the Aviation Department with six (6) ATS-5 Trailers with InstAlert 24 message board trailer mounted equipment. The equipment has a 3-year manufacturer's warranty and a 10 year life cycle.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived due to the lack of small, minority, and/or women businesses available to provide these goods and services.

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:**

Should this contract not be approved, the Aviation Department will be required to continue to rent this type of equipment. Renting this equipment is more costly than the price of owning it.

### **FISCAL IMPACT:**

This ordinance will approve a contract with All Traffic Solutions Inc. for the purchase and delivery of six (6) trailer-mounted equipment, ATS-5 Trailer with InstAlert 24 message board for the Aviation Department, for a total amount of \$89,975.32. Funding for this contract is available from the Airport Operating & Maintenance Fund FY 2024 Adopted Budget.

### **RECOMMENDATION:**

Staff recommends approval of an ordinance for acceptance of a contract with All Traffic Solutions Inc. for the purchase and delivery of six (6) trailer-mounted equipment, ATS-5 Trailers with InstAlert 24 message

board at the Aviation Department, for a total amount of \$89,975.32.

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