



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 3

**Agenda Date:** April 11, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Annual Contract for Water Treatment of Municipal Pools and Splash Pads

**SUMMARY:**

This ordinance authorizes a contract with Commercial Chemical Products, Inc. DBA Poolsure to provide the Parks & Recreation Department with a comprehensive water treatment program to include all necessary labor, equipment and liquid chlorine and pH control chemicals. The term of this agreement is for a three-year period from the date of council approval through March 31, 2027 with two (2) additional (1) one year periods for a total contract value of \$3,400,000.00. Funding in the amount of \$413,000.00 is available from the General Fund FY 2024 Adopted Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget and funds.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is a proposal submitted by Commercial Chemical Products, Inc. DBA Poolsure to provide the Parks & Recreation Department with a comprehensive water treatment program required for twenty-six (26) swimming pools, four (4) kiddie pools with circulation systems, nine (9) splash pads, one (1) aquatic feature at Civic Park, and one (1) ornamental water fountain at Hemisfair as needed, to include all necessary labor,

equipment and liquid chlorine, and pH control chemicals to maintain and control the water quality levels and standards required by Federal, State and local Health code.

The City issued a Request for Competitive Sealed Proposals (RFCSP) for Annual Contract for Water Treatment of Municipal Pools and Splash Pads services for the San Antonio Parks & Recreation Department (RFCSP 24-039, 6100017608) on January 19, 2024 with a submission deadline of March 6, 2024. The RFCSP was advertised in the San Antonio HartBeat, and 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 potential Respondents. Two (2) proposals were received and deemed eligible for evaluation.

The evaluation committee consisted of representatives from the Parks & Recreation Department and the Office of Risk Management. The Finance Department, Procurement Division assisted by ensuring compliance with City procurement policies and procedures. The proposals were evaluated based on the firm's Experience, Background, and Qualifications, Proposed Plan, and Price. Additional categories of consideration included references. The evaluation of each proposal response was based on a total of 100 points; 40 points allotted for experience, background, qualifications; 40 points allotted for proposed plan; and 20 points allotted for respondent's price.

The evaluation committee met on March 22, 2024 to discuss the two (2) responsive proposals received and submit their scores. After evaluation a recommendation for award was agreed upon by the selection committee and the pricing scores were revealed. Commercial Chemical Products, Inc. DBA Poolsure received the highest ranking and was recommended for award by the evaluation committee.

The initial term of the agreement will begin upon award by City Council through March 31, 2027. Two additional one-year renewals at the City's option will also be authorized by this ordinance.

## **ISSUE:**

This contract will provide the Parks & Recreation Department with a comprehensive water treatment program required for swimming pools, kiddie pools with circulation systems, splash pads, other aquatic feature, and maintenance upon request of the one (1) ornamental water fountain at Hemisfair. The contract will provide all necessary labor, equipment and liquid chlorine and pH control chemicals. The program provided will incorporate chlorinators, acid pumps, chemical controllers and related services. The contractor will ensure water quality levels and standards required by Federal, State and local Health codes are maintained and controlled.

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.

This award is an exception to the Local Preference Program.

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

This vendor has acknowledged to comply with the Heat Illness Prevention Ordinance, approved on August 31, 2023 through Ordinance #2023-08-31-0585.

**ALTERNATIVES:**

Should this contract not be approved, the Parks & Recreation Department would be required to procure water treatment services on an as needed basis wherein increased costs due to non-contract buying could be realized as well as potential delays which could impact the operation, water quality and appearance of municipal pools. Processing individual requirements will affect the cost and timeliness of maintenance and services of swimming pools, kiddie pools, splash pads, other aquatic feature, and the maintenance upon request of the ornamental water fountain at Hemisfair.

**FISCAL IMPACT:**

This ordinance authorizes a contract with Commercial Chemical Products, Inc. DBA Poolsure to provide the Parks & Recreation Department with a comprehensive water treatment program to include all necessary labor, equipment and liquid chlorine and pH control chemicals. The term of this agreement is for a three-year period from the date of council approval through March 31, 2027 with two (2) additional (1) one year periods for a total contract value of \$3,400,000.00. Funding in the amount of \$413,000.00 is available from the General Fund FY 2024 Adopted Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget and funds.

**RECOMMENDATION:**

Staff recommends approval of an ordinance.

This contract was procured by means of a Request for Competitive Sealed Proposal and a Contracts Disclosure Form is required.