



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 5

Agenda Date: June 23, 2022

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Annual Contract for Odor Control Equipment and Services for the San Antonio Airport System and Alamodome

SUMMARY:

This ordinance authorizes a contract with NCH Corporation, dba Chemsearch FE to provide odor control equipment and services for the Aviation Department in the amount of \$24,500.00 annually and the Convention & Sports Facilities Department in the amount of \$32,500.00 annually for a total estimated cost of \$57,000.00 annually, totaling \$285,000.00 for the contract period. Funding for this contract is available through the respective departments' Operations and Maintenance fund. Funding in the amount of \$32,500.00 is available from the Convention and Sports Facilities as well as \$24,500.00 from the Airport Operating and Maintenance Fund.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is a proposal submitted by NCH Corporation, dba Chemsearch FE to provide and install equipment, supply chemicals and provide all services necessary to help the natural breakdown of organic, grease waste and control odor of grease interceptors, trash compactors, and drains on a daily basis at the San Antonio Airport System and

in the food and beverage catering kitchen and the Plaza Level concession stands at the Alamodome.

The City issued a Request for Competitive Sealed Proposals (RFCSP) for “Annual Contract for Odor Control Equipment and Services for San Antonio Airport System and Alamodome” (RFCSP 21-102; 6100014497) on January 28, 2022 with a submission deadline of March 18, 2022. One proposal was received from NCH Corporation, dba Chemsearch FE and was deemed eligible for evaluation.

The evaluation committee met on April 15, 2022, to evaluate the one proposal response received. The evaluation committee consisted of representatives from the Aviation Department, the Convention & Sports Facilities Department, and the Workforce Development Office. The Finance Department, Purchasing Division assisted by ensuring compliance with City procurement policies and procedures. The proposal response was based on the firm’s experience, background, qualifications, proposed plan, price schedule and the Small Business Economic Development Advocacy Program, SBE Prime Contractor and the M/WBE Prime Contractor Program Affirmative Procurement Initiatives. Additional categories of consideration included references and financial qualifications. After committee review and evaluation, NCH Corporation, dba Chemsearch FE was recommended for award by the evaluation committee based on consensus scoring.

The initial term of the agreement shall begin upon the effective date of the ordinance awarding the contract. This contract shall terminate on May 31, 2025. Two additional one-year renewals at the City’s option shall also be authorized by this ordinance.

ISSUE:

This contract will provide the Aviation Department and the Alamodome with a contract to provide and install equipment, supply chemicals and provide all services necessary to help the natural breakdown of organic & grease waste and control odor of grease interceptors, trash compactors, and drains on a daily basis at the San Antonio Airport System and in the food and beverage catering kitchen and the Plaza Level concession stands at the Alamodome.

The Goal Setting Committee applied the Small and Minority/ Women-Owned Business Enterprise Prime Contract (SBEDA) Program with ten (10) SBE Prime Contract Program evaluation preference points awarded to a vendor if they are certified as SBE located within the San Antonio Metropolitan Statistical Area and ten (10) M/WBE Prime Contract Program evaluation preference points awarded to a vendor if they are certified as M/WBE located within the San Antonio Metropolitan Statistical Area. However, NCH Corporation, dba Chemsearch FE was not eligible to receive any preference points.

This contract 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.

ALTERNATIVES:

Should this contract not be approved, the using departments would be required to process individual procurements to provide and install equipment, supply chemicals and provide all services necessary to help the natural breakdown of organic & grease waste and control odor of grease interceptors, trash compactors, and drains on an as-needed basis. Procuring these materials outside of a contract will likely result in negative impacts on the timeliness, efficiency and cost of procuring the required services.

FISCAL IMPACT:

This ordinance authorizes a contract with NCH Corporation, dba Chemsearch FE to provide odor control equipment and services for the Aviation Department in the amount of \$24,500.00 annually, and the Convention & Sports Facilities Department in the amount of \$32,500.00 annually for a total estimated cost of \$57,000.00 annually, totaling \$285,000.00 for the contract period. Funding in the amount of \$32,500.00 is available from the Convention and Sports Facilities as well as \$24,500.00 from the Airport Operating and Maintenance Fund. Funding for subsequent years is subject to City Council approval of the annual budget.

RECOMMENDATION:

Staff recommends the approval of this contract with NCH Corporation, dba Chemsearch FE to provide odor control equipment and services for the Aviation Department in the amount of \$24,500.00 annually, and the Convention & Sports Facilities Department in the amount of \$32,500.00 annually for a total estimated cost of \$57,000.00 annually, totalling \$285,000.00 for the contract period.

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