



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 10

Agenda Date: June 23, 2022

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

6/23/2022 Annual Contracts

SUMMARY:

An ordinance awarding six contracts to provide the City with commodities and services on an annual basis for the term of the contract, for an estimated annual cost of \$671,350.15 annually. This ordinance provides the procurement of the following items, as needed, and dependent on the Department's available budget, for the term of the contract:

A. Airgas USA, LLC for Laboratory, Medical, and Welding Gases, \$203,000.00 annually (1 contract, Solid Waste Management, Metro Health District, Public Works, Fire, Animal Care Services, and Convention and Sports Facilities Departments)

B. Samsara, Inc. for Video Event Recorders and Tracking System, \$275,000.00 annually (1 contract, Public Works)

C. Johnson Controls Inc. for City Tower Chillers and HVAC Equipment Preventative Maintenance, \$66,000.00 annually (1 contract, Building and Equipment Services Department)

D. Pediatric Emergency Standards, Inc. for HandTevy Pediatric Resuscitation System, \$14,470.15 for year 1; \$79,956.71 total contract value (1 contract, San Antonio Fire Department)

E. EBSCO Publishing for Amendment 4 to EBSCO Database Subscription for San Antonio Public Library, \$46,880.00 annually; \$243,964.00 contract period (1 contract, San Antonio Public

Library)

F. Selrico Services, Inc. for Change Order #6 to Annual Contract for Custodial Services for Various Facilities, \$66,000.00 annually for change order, \$1,232,000.00 total contract. (1 contract, ITSD)

BACKGROUND INFORMATION:

The City of San Antonio utilizes annual contracts for procuring high volume repetitive purchases. Annual contracts are an efficient method of securing the best prices through volume purchasing and reducing large amounts of work related to the bid process. Utilization of annual contracts allows the City to procure numerous different commodities in support of the normal daily operations.

Contract procured on the basis of low bid:

A. Airgas USA, LLC for Laboratory, Medical, and Welding Gases, \$203,000.00 annually, upon award through December 31, 2024 with two, one-year renewal options – will provide the City with laboratory, medical, welding gases. These supplies such as carbon dioxide, compressed air, oxygen and nitrogen, are used by various City Departments for use with laboratory, medical, and welding requirements.

Cooperative:

B. Samsara, Inc. for Video Event Recorders and Tracking System, \$275,000.00 annually, upon award through March 26, 2025 with a one-year renewal option - will provide the Solid Waste Management Department (SWMD) with Vehicle Event Recorders for an estimated 541 fleet vehicles. This annual contract will provide the SWMD with the continued use of a managed services and online subscription including licensing fees for event management services. SWMD will not incur any expense for the rental of equipment. SWMD managers will continue to have a comprehensive ability to identify, prioritize, and monitor driving behavior while implementing safe driving techniques, preventing collisions, and eliminating fraudulent claims.

This purchase is made in accordance with the Sourcwell Cooperative Program (formerly known as National Joint Powers Alliance) passed by ordinance 2009-02-12-0102, dated 2/12/2009.

C. Johnson Controls Inc. for City Tower Chillers and HVAC Equipment Preventative Maintenance, \$66,000.00 annually, upon award though August 12, 2023 with three, one-year renewal options - will provide the Building and Equipment Services Department with a contractor to provide labor, materials and equipment to perform preventive maintenance and repair services for two water cooled, high pressure centrifugal chillers at City Tower. Maintenance, inspection and repair services will be performed quarterly, annually, and on an on-call basis for immediate needs. Maintenance services for the chiller system include monitoring and inspections of refrigerant fluid levels and in components such as compressors, controls, pumps and condensers.

This purchase is made in accordance with the Sourcwell Cooperative Program (formerly known as National Joint Powers Alliance) passed by Ordinance 2009-02-12-0102, dated 2/12/2009.

Sole Source:

D. Pediatric Emergency Standards, Inc. for HandTevy Pediatric Resuscitation System, \$14,470.15 for year 1; \$79,956.71 total contract value, upon award through March 30, 2025, with two, one-year renewal options - will provide the Fire Department with HandTevy Mobile Medication Management software access, including Clinical Team support and software maintenance for use by the Emergency Medical Support (EMS) during critical emergency situations. The Fire Department, EMS Division use this application to ensure proper dosage of medication for pediatric emergency incidents.

These items are being purchased as Sole Source according to the provisions of Texas Statutes Local Government Code 252.022.07. No other source can supply the items listed nor can any comparable item fulfill the same requirements. Vendor acknowledges, with his/her signature, that all items offered are considered a Sole Source.

Amendment:

E. EBSCO Publishing for Amendment 4 to EBSCO Database Subscription for San Antonio Public Library, \$46,880.00 for year 1; \$243,964.00 contract period, July 1, 2022 through June 30, 2023, with four, one-year renewal options - This amendment 4 to City approved Ordinance 2011-09-29-0771 awarded to EBSCO Industries will extend the term of the contract by one year with four additional one year renewal options and continue the current database subscriptions to Novelist Plus, Novelist Select, and Art & Architecture Source database subscriptions to the San Antonio Public Library's repertoire of online resources utilized by library patrons.

These items are being purchased as Sole Source according to the provisions of Texas Statutes Local Government Code 252.022.07. No other source can supply the items listed nor can any comparable item fulfill the same requirements. Vendor acknowledges, with his/her signature, that all items offered are considered a Sole Source.

Change Order:

F. Selrico Services, Inc. for Change Order #6 to Annual Contract for Custodial Services for Various Facilities, \$66,000.00 annually for change order, \$1,232,000.00 total contract, upon award through September 30, 2022 with a one-year renewal option - This change order # 6 to the Selrico Services, Inc. custodial services contract for various facilities contract will provide custodial services for the Information Technology Services Department at Port SA – Alamo Regional Security Operations Center (ARSOC). The custodial services and cleaning frequency are required to provide coverage during public service hours in order to maintain these facilities in a clean, attractive and orderly manner.

ISSUE:

These contracts represent a portion of approximately 250 annual contracts that will be brought before City Council throughout the fiscal year. These products and services are used by city departments in their daily operations.

A. Laboratory, Medical, and Welding Gases

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.

The recommended award is to the lowest responsive bidder, who is also a local business; therefore application of the Local Preference Program was not required.

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

B. Video Event Recorders and Tracking System

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 non-professional service contracts, so no preference was applied to this contract.

C. City Tower Chillers and HVAC Equipment Preventative Maintenance

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 non-professional service contracts so no preference was applied.

D. HandTevy Pediatric Resuscitation System

This contract is an exception to the SBEDA and Local Preference Programs.

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

E. Amendment 4 to EBSCO Database Subscription for San Antonio Public Library -

This contract is an exception to the SBEDA and Local Preference Programs.

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

F. Change Order #6 to Annual Contract for Custodial Services for Various Facilities –

This contract is an exception to the SBEDA and Local Preference Programs.

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

ALTERNATIVES:

A. Laboratory, Medical, and Welding Gases - Should this contract not be approved, the Departments will be required to purchase laboratory, medical, welding gases on an as needed basis wherein increased cost due to non-contract buying would be realized and could cause delay in the delivery of the required materials.

B. Video Event Recorders and Tracking System - Should this contract not be approved, SWMD would not have an efficient alternative to evaluate driver safety. Before the installation of Vehicle Event Recorders System, SWMD was incurring insurance claim expenses that could have been prevented if there was actual documentation of the events in question. SWMD would also not be able to evaluate the driver's driving behaviors and provide them with coaching on specific areas that need to be improved.

C. City Tower Chillers and HVAC Equipment Preventative Maintenance - Should this contract not be approved, BESD will be required to process individual procurements to provide maintenance and repair services to the chiller equipment at City Tower on an as needed basis, thus affecting the timeliness of services to the equipment. The Department does not have staff to perform these services in-house. Processing individual procurements will affect the cost of services due to non-contract pricing.

D. HandTevy Pediatric Resuscitation System - Should this contract not be approved the San Antonio Fire Department, EMS Division would not have access to medication management software, which could lead to disruptions in application service and performance during critical emergency situations involving pediatric patients.

E. Amendment 4 to EBSCO Database Subscription for SAPL - Should this contract not be approved, the patrons of the San Antonio Library System would have to manually conduct their own research from various platforms which is time consuming. By approving this contract, the patrons of the San Antonio Library System will utilize electronic databases which will provide an access point to quickly deliver research information required for personal, academic or work-related use.

F. Change Order #6 to Annual Contract for Custodial Services for Various Facilities - Should this change order not be approved, the Information Technology Services Department would be

required to process individual procurements on an as needed basis to provide custodial services thus affecting the cleanliness and appearance of the facilities. Processing individual procurements will affect the cost and timeliness of required services. These departments do not have the staff to perform these services in-house.

FISCAL IMPACT:

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the Department's adopted budget approved by City Council. Purchases made by the Department are as needed and dependent upon available funds within their adopted budget.

RECOMMENDATION:

Staff recommends the acceptance of these contracts submitted through this ordinance to provide the City with specified services on an annual contract basis. These annual contracts are critical to the City's daily operations.

These contracts were procured on the basis of low bid, cooperative purchasing, sole source, amendment, and change order and Contract Disclosure Forms are not required.