



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 4

Agenda Date: February 9, 2023

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Annual Contract for On-Call HVAC Services for San Antonio Airport System

SUMMARY:

This ordinance authorizes contracts with Mechanical Technical Services, Inc. dba Mtech-Icon and The Brandt Companies, LLC to provide on-call commercial heating, ventilation, and air conditioning (HVAC) maintenance and repairs at the San Antonio International Airport and Stinson Municipal Airport for an estimated cost of \$800,000.00 annually, not to exceed the maximum amount of \$4,000,000.00 for a 2-year contract term with the option to renew for three additional one year period for a total of the five-years. Funding for the first year of contract in the amount of \$800,000.00 is available from the FY 2023 Airport Operating and Maintenance Fund Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action are proposals submitted by Mechanical Technical Services, Inc. dba Mtech-Icon and The Brandt Companies, LLC to provide commercial HVAC maintenance and repairs through on-call contracting services (OCCS) contracts. Contractors will furnish labor, supervision, tools, equipment, and parts to maintain and repair

HVAC systems to include components, or sub-components, such as air handling units, chillers, cooling towers, compressors, actuators, exhaust fans, controls, split systems, boilers, and heat coils. Trade services within new building construction, remodeling, or alterations of an existing building are not included.

The City issued a Request for Competitive Sealed Proposal (RFCSP) for the “Annual Contract for On-Call HVAC Services for San Antonio Airport System” (RFCSP 6100015282, 22-061) on June 6, 2022, with a submission deadline of August 8, 2022. The RFCSP was advertised in the San Antonio Express News, HartBeat, TVSA channel, the City’s Bidding & Contracting Opportunities website, the San Antonio e-Procurement System (SAePS), and notifications were released to a list of potential Respondents. Five proposals were received, and all responses were deemed eligible for evaluation.

The evaluation committee consisted of representatives from the City Manager’s Office, Aviation Department, and Building and Equipment Services Department. The Finance Department, Purchasing Division assisted by ensuring compliance with City procurement policies and procedures. The evaluation of each proposal was based on a total of 100 points: 30 points allotted for experience, background, qualifications; 35 points allotted for proposed plan; and 15 points allotted for respondent’s price schedule. Ten preference points were allotted for the Small Business Economic Development Advocacy Program, SBE Prime Contract Program Affirmative Procurement Initiative, and 10 preference points allotted for the M/WBE Prime Contract Program Affirmative Procurement Initiative. Additional categories of consideration included references and financial qualifications.

After committee review and evaluation, the 3rd ranked respondent, Accu-Aire Mechanical, LLC withdrew their response from consideration due to lack of capacity. The top two ranked respondents, Mechanical Technical Services, Inc. dba Mtech-Icon and The Brandt Companies, LLC, are incumbents for the current HVAC contract and are recommended for award based on the City’s standard RFCSP evaluation process.

The original contract term will not exceed a period of two (2) years. This contract shall begin upon the effective date of the ordinance awarding the contract and terminate February 1, 2025, or on the second anniversary of the effective date, whichever is sooner. At City’s option, this Contract may be renewed under the same terms and conditions for three (3) additional (1) year period(s).

ISSUE:

These contracts will provide on-call commercial HVAC maintenance and repairs through on-call contracting services (OCCS) contracts at the San Antonio International Airport and Stinson Municipal Airport.

These contracts will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. Mechanical Technical Services, Inc. dba Mtech-Icon and The Brandt Companies, LLC, have committed to satisfying the 15% Minority and/ or Women-Owned Business Enterprise (M/WBE) subcontracting goal.

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.

ALTERNATIVES:

Should these contracts not be approved, the Aviation Department would be required to procure services on an as-needed basis which could lead to inconsistent service and a delay in response time to maintenance and repairs, negatively affecting HVAC equipment performance. The Aviation department does not have the staff to perform these services in-house. Moreover, processing individual procurements will affect the cost of services due to non-contract pricing.

FISCAL IMPACT:

This ordinance will approve contracts with Mechanical Technical Services, Inc. dba Mtech-Icon and The Brandt Companies, LLC to provide on-call commercial HVAC maintenance and repairs through on-call contracting services (OCCS) contracts at the San Antonio International Airport and Stinson Municipal Airport for an estimated cost of \$800,000.00 annually, not to exceed the maximum amount of \$4,000,000.00 for a 2-year contract term with the option to renew for three additional one year period for a total of the five-years. Funding for the first year of contract in the amount of \$800,000.00 is available from the FY 2023 Airport Operating and Maintenance Fund Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget.

RECOMMENDATION:

Staff recommends approval of contracts with Mechanical Technical Services, Inc. dba Mtech-Icon and The Brandt Companies, LLC to provide on-call commercial HVAC maintenance and repairs at the San Antonio International Airport and Stinson Municipal Airport for an estimated cost of \$800,000.00 annually.

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