CITY OF SAN ANTONIO INTERDEPARTMENTAL MEMORANDUM NO. PURCHASING & GENERAL SERVICES DEPARTMENT

TO:

Mayor and City Council

FROM:

Janie B. Cantu, Director of Purchasing & General Services

THROUGH:

Terry M. Brechtel, City Manager

COPIES:

Travis M. Bishop, Assistant City Manager;

Department Directors; File

SUBJECT:

Annual Contracts for Fiscal Year 2002-2003

DATE:

December 12, 2002

SUMMARY & RECOMMENDATION:

The attached tabulations of bids to provide the City of San Antonio with annual contracts for various materials and services is hereby submitted for Council consideration and action. Annually at this time, bids are requested for various materials and services, such as armored car service, air conditioning parts and service, automotive parts and service, automotive storage batteries, computer maintenance and support, computer maintenance agreements, concrete, copier paper, elevator maintenance, gasoline & refueling parts and service, library books, non-print media services, lumber, lamps, latex gloves, lighting parts, medical supplies, rental of barricades, excavators, and tires which will be recurring needs throughout the next fiscal year. These annual contracts establish the costs and other conditions, so that repetitive bidding is not required.

Many bids are on a firm, non-escalating basis, while others such as petroleum related items and certain other commodities require escalation of prices during the contract period. Generally, bids reflect small increases over recent prior years, but in many cases reflect decreases.

It is recommended that these contracts be approved.

SECTION I:

The bids in this section are single source of supply contracts. (1 contract)

SECTION II:

The bids in this section are low qualified bids in which award is recommended to bidders other than the lowest bidders because the lowest bids failed to meet

the City's specifications. (4 contracts)

POLICY ANALYSIS:

Annual contracts are an efficient method of securing the best prices through volume purchasing and by reducing large amounts of work related to the bid process. This group of contracts represents a portion of approximately 250 annual contracts that will be brought before City Council throughout the remainder of the fiscal year.

FINANCIAL IMPACT:

Funds are not expended by this ordinance. It is estimated that approximately \$20,000,000 will be spent on annual contracts in the 2002-2003 fiscal year. All expenditures will be in accordance with the 2002-2003 budget to be approved by City Council. The total estimated amount for the contracts listed on this ordinance are approximately \$3,800,625.

SUPPLEMENTAL COMMENTS:

Several agencies including schools, municipalities, Bexar County, San Antonio Water System, and City Public Service have been included in some of the bids in a cooperative effort.

MINORITY & WOMAN OWNED BUSINESS ENTERPRISE AWARDS:

	Number of	Estimated			Goal:			Goal:			Goal:
Council	Contracts	Dollars		MBE's	11.7%		WBE's	12.8%		AABE's	1.7%
Date	Awarded	Awarded	Amount	%	Awards	Amount	%	Awards	Amount	%	Awards
5-30-02	26	\$1,794,238	\$418,000	23.30	5	\$149,000	8.30	3			
6-13-02	12	\$268,360	\$17,000	6.33	4	\$32,000	11.92	2	\$4,000	1.49	1
6-27-02	19	\$2,168,700	\$540,000	24.90	3	\$495,000	22.82	4			
8-1-02	39	\$1,755,744	\$188,000	10.70	2	\$220,000	12.56	3			
8-8-02	12	\$1,544,101				\$161,640	10.47	2			
8-15-02	33	\$3,088,208	\$358,700	11.62	6	\$147,000	4.76	2	\$25,000	0.81	1
8-22-02	8	\$6,321,724	\$135,000	2.14	1	\$77,000	1.22	2			
8-29-02	13	\$1,706,085	\$1,173	0.06	1		o de la companya de l				}
9-5-02	18	\$686,536				\$68,270	9.94	4			
9-12-02	8	\$441,827	\$25,000	5.66	1	\$30,000	6.79	2			
9-26-02	14	\$2,160,902				\$134,710	6.23	3			
10-3-02	3	\$230,000				\$217,000	94.35	2			
10-10-02	8	\$487,000									
10-31-02	25	\$1,342,528	\$75,356	5.61	4	\$55,357	4.12	3			
11-21-02	5	\$389,679									
12-12-02	5	\$3,800,625									
TOTAL	248	\$28,186,257	\$1,758,229	6.24	27	\$1.786,977	6.34	32	\$29,000	0.10	2

Janje B. Cantu, C.P.M., Director Purchasing & General Services

Approved:

Travis M. Bishop, Assistant City Manager

City Managers Office

Terry M. Brechtel
City Manager

SECTION I COUNCIL, DECEMBER 12, 2002 SINGLE SOURCE BIDS

The bids in this section are single source of supply contracts. The term of these contracts is indicated below.

COMMODITY

Maintenance Agreement for Matrix
 Automated Access Control System Parts
 and Service
 A510-03
 1-1-03 through 12-31-07

MBE

<u>VENDOR</u>

Matrix Systems, Inc. Entire Bid Est. Amount \$692,000

CITY OF SAN ANTONIO BID TABULATION

ANNUAL CONTRACT FOR: MAINTENANCE AGREEMENT FOR MATRIX AUTOMATED ACCESS CONTROL SYSTEM PARTS AND SERVICE

	Matrix Systems, Inc 7550 Paragon Road Dayton, OH 45459
Item 1: Service Period	
A. Maintenance, Estimated Annual Price (January 1, 2003 – December 31, 2003)	\$127,431.00
B. Maintenance, Estimated Annual Price (January 1, 2004 – December 31, 2004)	\$132,742.00
C. Maintenance, Estimated Annual Price (January 1, 2005 – December 31, 2005)	\$138,270.00
D. Maintenance, Estimated Annual Price (January 1, 2006 – December 31, 2006)	\$144,030.00
E. Maintenance, Estimated Annual Price (January 1, 2007 – December 31, 2007)	\$150,029.00
Item 2: New Service and Parts Price Schedule	Matrix Special Net 10-31-02

SG/dc A510-03

Terms

Net 30

SECTION II COUNCIL, DECEMBER 12, 2002 LOW QUALIFIED BIDS

SECTION II: LOW QUALIFIED BIDS

The bids in this section are low qualified bids in which award is recommended to bidders other than the lowest bidders because the lowest bids failed to meet the City's specifications. The term of these contracts is indicated below.

1.	COMMODITY Police Pursuit Tires A278-03 Upon Award through 9-30-03	MBE	VENDOR Homann Tire Wholesale, Bid No. 2 Entire Bid Est. Amount \$118,625
2.	Acquisition Services, Library Books & Non-Print Media A593-03 Upon Award through 9-30-04		Baker & Taylor, Inc Items 1-11, 14-15, 17-20 Est. Amount \$2,320,000

Follett Media Distribution Items 16 & 21 Est. Amount \$80,000

Ingram Library Services, Inc. Items 22-25 Est. Amount \$600,000

Opened:	August 16, 2002		1				
For:	Annual Contract for Police Pursuit Tires		Bid #2			Bid #1	
, 51.	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Homann Tire Wholesale	Goodyear Wholesale Tire Center	Gray's Wholesale Tire	Homann Tire Wholesale		
A278-03		PR/dc	1802 Shipman Dr.	816 S. St. Mary's Street	201 N. Rupert St.	1802 Shipman Dr.	
	Description	Estimated Usage	San Antonio TX 78219	San Antonio TX 78205	Ft. Worth TX 76107	San Antonio TX 78219	
Item		2500			NAS	NAS	
1	P225/60R16 Price Each	2500	\$47.45 Goodyear Eagle RS-A +	Goodyear Eagle RS-A Plus	Firestone Firehawi ' PV-41 -340AA-V-Rated	BF Goodrich Touring T/A VR4	
	Product Code No. 1		732354148	732-354-148	067-911	84709	
	Delivery		1 Day	1 Day	1-3 Days	1 Oay	
	Terms		1% 7 Days	Net 30	1% 10 Days	1% 7 Days	
<u> </u>	Total Estimated Award		\$118,625.00				

N

Opened:	July 26, 2002									
opened.										
	Annual Contract for Acquisition Services, Library Books & Non-Print Media	* **								
For:	For:		Follett Media Distribution	Ingram Library Services, Inc.	Academic Book Services, Inc.	Book Wholesalers, Inc.	Brodart Co. By: Nubro, Inc. General Partner			
A593-03	AR/dc	2709 Water Ridge Parkway	220 Exchange Dr. Suite A	One Ingram Blvd.	200 Cook St.	1847 Mercer Road	500 Arch Street			
Item	Description	Charlotte, NC 28217	Crystal Lake, IL 60014	La Vergne TN 37086	Cartersville, GA 30120	Lexington, KY 40511	Williamsport, PA 17705			
1	Trade Hardcover, Non-fiction, Adult Discount	45.8%	No Bid	N A S 45.8%	8%	No Bid	44%			
2	Trade Hardcover, Fiction, Adult Discount	45.8%	No Bid	N A S 45.8%	No Bid		44%			
3	Trade Hardcover, Non-fiction, Juvenile Discount	45.8%	No Bid	N A S 45.8%	10%	40%	44%			
4	Trade Hardcover, Easy Rider, Juvenile Discount	45.8%	No Bid	N A S 45.8%	No Bid	40%	44%			
5	Trade Hardcover, Fiction, Juvenile Discount	45.8%	No Bid	N A S 45.8%	No Bid	40%	44%			
6	Reinforced Binding, Non-fiction, Juvenile Discount	40.1%	No Bid	NAS 45.8%	10%	20%	22%			
7	Reinforced Binding, Easy Rider, Juvenile Discount	40.1%	No Bid	N A S 45.8%	No Bio	20%	22%			
8	Reinforced Binding, Fiction, Juvenile Discount	40.1%	No Bid	N A S 45.8%	No Bio	20%	22%			
9	Quality Paperback Editions, Juvenile Discount	41.5%	No Bio	35.2%	No Bio	no Bic	38%			
10	Quality Paperback Editions, Adult Discount	41.5%	No Bio	35.2%	No Bio	40%	38%			
11	Mass Market Paperbacks Discount	41.5%	No Bio	32.3%	15%	40%	38%			
12	Deleted									
13	Deleted		1							
14	University Press Trade Editions Discount	40.1%	No Bio	N A S 45.8%	No Bio	0-15%	11%			
15	Text, Technical, and Small Press Discount	0-15%	No Bio	NAS 0-35.2%	No Bio	NAS 0-15%	11%			
16	Book/Cassettes sets Discount	No Bio	1 25%	0-45.2%	6 No Bio	d 15%	No Bid			

Opened:	July 26, 2002								
For:	Annual Contract for Acquisition Services, Library Books & Non-Print Media								
		Baker & Taylor, Inc.	Follett Media Distribution	Ingram Library Services, Inc.	Academic Book Services, Inc.		Brodart Co. By: Nubro, Inc. General Partner		
A593-03	AR/dc		220 Exchange Dr. Suite A	One Ingram Blvd.	200 Cook St.	1847 Mercer Road	500 Arch Street		
Item	Description		Crystal Lake, IL 60014	La Vergne TN 37086	Cartersville, GA 30120		Williamsport, PA 17705		
17	Audiocassettes, abridged (Spoken) Discount	45.8%	40%	N A S 45.2%	No Bid	15%	No Bid		
18	Audiocassettes, unabridged (Spoken) Discount	45.8%	25%	0-45.2%	No Bid	15%	No Bid		
	Compact Discs, unabridged (Spoken) Discount	45.8%	25%	0-45.2%	No Bid	No Bid	No Bid		
	Compact Discs, abridged (Spoken) Discount	45.8%	40%	N A S 45.2%	No Bid	No Bid	No Bid		
	Compact Discs, Music Discount	20.0%	25%	No Bid	No Bid	No Bid	No Bid		
22	Videocassettes (VHS), Non-feature films Discount	20.0%	25%	31.0%	No Bio	1 No Bio	No Bid		
23	Videocassettes (VHS), Feature films Discount	20.0%	25%	31.0%	No Bio	No Bio	No Bid		
24	DVD, Non-feature film Discount	20.0%	25%	25.5%	No Bio	No Bio	No Bid		
25	DVD, Feature film Discount	20.0%	10%	25.5%	No Bio	No Bio	No Bid		
26	Deleted Terms	Net 30	Net 30	2%-10	Net 30	Net 30	Net 30		

Opened:	July 26, 2002			
	Annual Contract for Acquisition Services, Library Books & Non-Print Media			
or:		Grolier Publishing Co., Inc.	Junior Library Guild	Marco Products, Inc.
593-03	AR/dc	90 Sherman Turnpike	7858 Industrial Pkwy.	1443 Old York Rd.
Item	Description	Danbury, CT 06816	Plain City, OH 43064	Warminster, PA 18974
1	Trade Hardcover, Non-fiction, Adult Discount	No Bid	N A S 40-70%	No Bio
2	Trade Hardcover, Fiction, Adult Discount	No Bid	40-70%	No Bid
3	Trade Hardcover, Non-fiction, Juvenile Discount	No Bid	40-70%	1-9-0%, 10-19 -10%
4	Trade Hardcover, Easy Rider, Juvenile Discount	No Bid	40-70%	No Bio
5	Trade Hardcover, Fiction, Juvenile Discount	40%	40-70%	No Bi
6	Reinforced Binding, Non-fiction, Juvenile Discount	30%	40-70%	No Bi
7	Reinforced Binding, Easy Rider, Juvenile Discount	30%	40-70%	No Bi
8	Reinforced Binding, Fiction, Juvenile Discount	30%	40-70%	No Bi
9	Quality Paperback Editions, Juvenile Discount	No Bio	40-70%	, No B
10	Quality Paperback Editions, Adult Discount	20%	40-70%	No B
11	Mass Market Paperbacks Discount	No Bio	40-70%	No B
12	Deleted			
13	Deleted			
14	University Press Trade Editions Discount	No Bi	40-70%	No B
15	Text, Technical, and Small Press Discount	No Bi	d No Bi	d No B
16	Book/Cassettes sets Discount	No Bi	d No Bi	d No B

Annual Contract for Acquisition Services, Library Books & Non-Print Media

For:

Grolier Publishing Co.,	Junior Library Guild	Marco Products, Inc.
Inc.		

		Grolier Publishing Co., Inc.	Junior Library Guild	Marco Products, Inc.
A593-03	AR/dc	90 Sherman Turnpike	7858 Industrial Pkwy.	1443 Old York Rd.
Item	Description	Danbury, CT 06816	Plain City, OH 43064	Warminster, PA 18974
17	Audiocassettes, abridged (Spoken) Discount	No Bid	, No Bid	No Bid
18	Audiocassettes, unabridged (Spoken) Discount	No Bid	No Bid	No Bid
19	Compact Discs, unabridged (Spoken) Discount	No Bid	No Bid	No Bid
20	Compact Discs, abridged (Spoken) Discount	No Bid	No Bid	No Bid
21	Compact Discs, Music Discount	No Bid	No Bid	No Bid
22	Videocassettes (VHS), Non-feature films Discount	No Bid	No Bid	No Bid
23	Videocassettes (VHS), Feature films Discount	No Bid	No Bid	No Bid
24	DVD, Non-feature film Discount	No Bid	No Bid	No Bid
25	DVD, Feature film Discount	No Bid	~ No Bid	No Bid
26	Deleted Terms	Net 30	Net 30	Net 30



CITY OF SAN ANTONIO INTERDEPARTMENTAL MEMORANDUM PARKS AND RECREATION DEPARTMENT

TO:

Mayor and City Council

FROM:

Malcolm Matthews, Director, Parks and Recreation Department

THROUGH: Terry M. Brechtel, City Manager

COPIES:

Melissa B. Vossmer: Finance; Management and Budget; Legal; File

SUBJECT:

Ordinance Accepting Low Bid by V.W. Brooks Incorporated to Perform

Construction Work in Connection with the Lady Bird Johnson Park

Skate/Aquatics Facility Project

DATE:

December 12, 2002

SUMMARY AND RECOMMENDATIONS

This ordinance accepts the low bid by V.W. Brooks Incorporated to perform construction work in connection with the Lady Bird Johnson Park Skate/Aquatics Facility Project in City Council District 10 for the amount of \$711,000.00. The ordinance appropriates \$161,234.47 in 1994 Park Bond Funds and \$627,850.53 in 1999 Park Bond Funds; authorizes the execution of a standard construction contract; allocates \$71,100.00 for construction contingency, \$5,000.00 for architect contingency, \$135.00 for bid advertising/printing and \$1,850.00 for permit fees and provides for payment.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

In October 2000, City Council authorized a professional services agreement with Rialto Studio Inc. to perform professional architectural services for the Lady Bird Johnson Park Skate/Aquatics Facility Improvements Project, located at 10700 Nacogdoches in City Council District 10. Funds were approved in both the 1994 and 1999 Park General Obligation (GO) Bond Issues for the development of an outdoor swimming pool in this public park. In an attempt to get more use out of public swimming pool infrastructure, staff has been working to utilize our outdoor pools as skate board/inline skate facilities during the non-swim season. The pool at this park has been designed for this multi purpose year-round use. The design project has initiated much comment and input from citizens interested in both the swimming and skating aspects of the project.

The base bid capital improvements achieved by this project will include the construction of a new in-ground 25 meter swimming pool, bathhouse/restrooms, specialty in-ground concrete Lady Bird Johnson Park Skate/Aquatics Facility Project December 12, 2002 Page 2

skating structure, sidewalks, curbs, all necessary site preparation, mechanical, electrical, plumbing and ADA compliance. Bid alternates include demolition and tree preservation, a multi use court, metal pool fence, landscape plants, irrigation and an enhanced pool surface finish. Rialto Studio, Inc. designed the improvements and developed the construction bid documents, based upon numerous public meetings.

The construction bid was originally advertised in June 2002 and two bids were received; however, the project was not awarded because the lowest bidder rescinded its bid. There were design modifications made and the revised project was advertised on September 30, 2002 and October 7, 2002 in Commercial Recorder, San Antonio Informer and La Prensa De San Antonio. Five bids were received. V.W. Brooks Incorporated, a SBE firm, had the lowest base bid of \$610,000.00 and the overall low bid with bid alternates 1 through 6 of \$711,000.00.

A standard construction contract will be executed. A summary of the bids is shown on Exhibit 1. It is anticipated the construction work will begin in January 2003 and be completed in July 2003.

POLICY ANALYSIS

The construction contract was advertised and selected through the City's normal bidding process. The project is in accordance with voter approval of 1994 and 1999 Park Bond Funds for these improvements. The Parks and Recreation Advisory Board and Historic Design and Review Commission have reviewed the project and there have been numerous public meetings.

FISCAL IMPACT

Funds of \$161,234.47 in 1994 Park Bond Funds are available for these improvements to Lady Bird Johnson Park. In addition, funds of \$627,850.53 are available in 1999 Park Bond Funds, bringing the total construction project funding to \$789,085.00. The construction contract is \$711,000.00, the construction contingency is \$71,100.00, permit fees are \$1,850.00, architect contingency is \$5,000.00 and bid advertising/printing is \$135.00.

It is anticipated that future operation and maintenance costs will be \$33,700 per year.

COORDINATION

This action has been coordinated with the Office of Management and Budget, Finance Department and Public Works Department.

SUPPLEMENTARY COMMENTS

A Discretionary Contracts Disclosure Form is not required.

Lady Bird Johnson Park Skate/Aquatics Facility Project December 12, 2002 Page 3

Thomas G. Wendorf, P.E. Director of Public Works

ATTACHMENTS

Exhibit 1 - Construction Bids Project Location Map

Malcolm Matthews,

Director of Parks and Recreation

Melissa B. Vossmer

Assistant City Manager

Approved:

Terry M. Brechtel
City Manager

Site Map **Lady Bird Johnson Park**

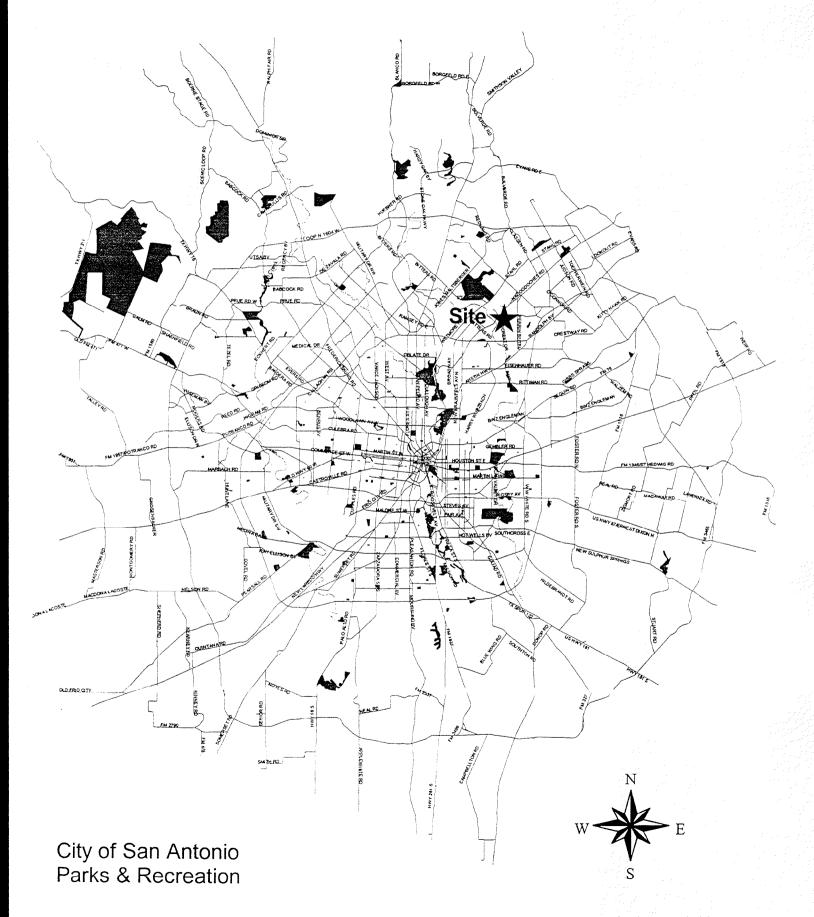


Exhibit I
Construction Bids
LBJ Park Skate/Aquatic Facility

	Bidder	Base Bid	 Alt 1	 Alt 2	 Alt 3	 Alt 4	Alt 5	Alt 6	-	Total
1	V.W. Brooks, Inc	\$ 610,000.00	\$ 11,000.00	\$ 44,000.00	\$ 25,000.00	\$ 8,000.00	\$ 3,000.00	\$ 10,000.00	\$	711,000.00
2	ALL Constuction Co.	\$ 687,500.00	\$ 11,364.00	\$ 58,000.00	\$ 18,878.00	\$ 13,387.00	\$ 4,200.00	\$ 8,360.00	\$	801,689.00
3	Baron Long	\$ 754,700.00	\$ 12,796.00	\$ 56,788.00	\$ 39,400.00	\$ 14,700.00	\$ 3,306.00	\$ 38,885.00	\$	920,575.00
4	Cobra General Cont	\$ 874,000.00	\$ 16,600.00	\$ 51,925.00	\$ 24,615.00	\$ 13,050.00	\$ 6,500.00	\$ 11,307.00	\$	997,997.00
5	Tom Page & Co.	\$ 1,050,000.00	\$ 27,000.00	\$ 110,000.00	\$ 47,000.00	\$ 13,000.00	\$ 5,600.00	\$ 25,500.00	\$	1,278,100.00