

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
PURCHASING & GENERAL SERVICES DEPARTMENT**

CONSENT AGENDA
ITEM NO. 7

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;
Albert Ortiz, Chief of Police;
File

SUBJECT: Annual Contract for Bulk Jet A Fuel

DATE: February 6, 2003

SUMMARY & RECOMMENDATION:

This ordinance authorizes the Purchasing & General Services Department to accept the bid from The Hiller Group, Inc. to provide the City of San Antonio Police Department with an annual contract for bulk jet-a-fuel. Staff recommends approval of this ordinance.

BACKGROUND INFORMATION:

The attached tabulation of three bids to provide the City of San Antonio Police Department Helicopter Detail with bulk jet-a-fuel on an annual contract basis is hereby submitted for council consideration and action. The low bid was submitted by The Hiller Group, Inc.

The Helicopter Detail Unit of the San Antonio Police Department operates four turbine powered Schweizer helicopters. The helicopters are operated for approximately 2,000 hours annually and use an estimated 45,000 gallons of jet-a-fuel.

The City of San Antonio Purchasing Department advertises bids in the Daily Commercial Recorder, La Prensa, the San Antonio Observer and the San Antonio Express News. This office also advertises bids on Public Access Channel 21, the Purchasing Website and utilizes the services of Demandstar.com to notify registered vendors of City bids.

POLICY ANALYSIS:

The contract provides for 24-hour a day delivery of jet-a-fuel to the San Antonio Police Helicopter Detail hangar located at 1110 99th Street at Stinson Airport. The vendor will pump the fuel into the 5,000 gallon fuel tank located on the hangar ramp. This is a recurring contract, which has been in effect since the installation of an above ground fuel tank in 1998.

FINANCIAL IMPACT:

The estimated cost of this contract is \$45,000.00 annually. Funds will not be encumbered by this ordinance. All expenditures will be in accordance with the FY02-03 Budget approved by City Council.

COORDINATION:

This ordinance has been coordinated with the City of San Antonio Police Department.

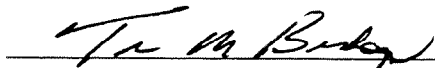
SUPPLEMENTAL INFORMATION

This contract was developed utilizing the formal competitive bid process, therefore an Ethics Disclosure Form is not required.



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

Approved:



Travis M. Bishop, Assistant City Manager
City Manager's Office



f Terry M. Brechtel
City Manager

City of San Antonio Bid Tabulation

Opened: January 10, 2003				
For: Annual Contract for Bulk Jet-A-Fuel A713-03 DS/dc		The Hiller Group, Inc. 9909 Liriope Cove Austin TX 78750	Ascent Technologies Group, Inc. One Mill Street Parish, NY 13131	AGE Refining, Inc. 1131 E. Commerce San Antonio, TX 78205
Description	Estimated Quantity			
Bulk Jet-A-Fuel	45,000 Gallons			
Price per Gallon Over/Discounted from OPIS		-\$0.03	+\$0.157	+\$0.995
Opis Average for Jan. 10, 2003		1.0182	1.0182	1.0182
Delivered price per gallon		\$0.9882	\$1.2172*	\$2.0132
Terms		Net 30	Net 30	Net 30
Estimated Award		\$44,469.00		

*Total adjusted to include freight