

**CITY OF SAN ANTONIO  
INTERDEPARTMENTAL MEMORANDUM  
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 2003-2004

**DATE:** May 15, 2003

**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, parts and services. This ordinance includes contracts for service of cardkey digital badging and access control system, elevator maintenance at the Dwyer Center, medium & heavy duty GMC & Peterbilt truck parts & service, floor stripping & waxing of Parks & Recreation Facilities, golf car batteries, on an annual basis 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 contracts)
- SECTION II:** The bids in this section are competitive bids in which award is recommended to the lowest bidders. (3 contracts)
- SECTION III:** 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. (1 contract)

**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:**

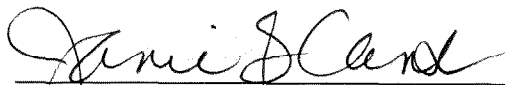
Funds are not expended by this ordinance. It is estimated that approximately \$20,000,000 will be spent on annual contracts in the 2003-2004 fiscal year. All expenditures will be in accordance with the 2003-2004 budget to be approved by City Council. The total estimated amount for the contracts listed on this ordinance are approximately \$157,948.

**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.

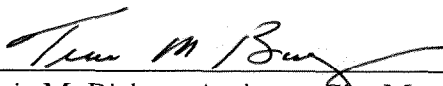
**MINORITY & WOMAN OWNED BUSINESS ENTERPRISE AWARDS:**

Council Date	Number of Contracts Awarded	Estimated Dollars Awarded	MBE's			WBE's			AABE's		
			Amount	%	Goal: 11.7% Awards	Amount	%	Goal: 12.8% Awards	Amount	%	Goal: 1.7% Awards
3-20-03	6	\$103,673	\$53,915	52	2	\$19,715	19.02	1			
4-10-03	5	\$415,579									
4-24-03	7	\$202,607									
5-1-03	11	\$778,624	\$415,873	53.41	2	\$439,375	56.43	2	\$1,498	.192	1
5-8-03	6	\$270,202	\$25,000	9.25	1	\$24,000	8.88	2			
5-15-03	5	\$157,948	\$12,240	7.75	1						
TOTAL:	40	\$1,928,633	\$507,028	26.29	6	\$483,090	25.05	5	\$1,498	.08	1

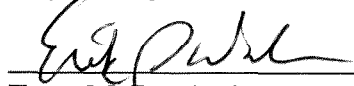


Janie B. Cantu, C.P.M., Director  
Purchasing & General Services

Approved:



Travis M. Bishop, Assistant City Manager  
City Managers Office



Terry M. Brechtel  
City Manager

SECTION I  
COUNCIL, MAY 15, 2003  
SINGLE SOURCE BIDS

SECTION I: SINGLE SOURCE BIDS

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

<u>COMMODITY</u>	<u>MBE</u>	<u>VENDOR</u>
1. Service of Cardkey Digital Badging and Access Control System A918-04 6-1-03 through 9-30-04 with four one-year options to extend		Johnson Controls, Inc. Entire Bid Est. Amount \$50,808

CITY OF SAN ANTONIO  
BID TABULATION

ANNUAL CONTRACT FOR: SERVICE OF CARDKEY DIGITAL BADGING AND ACCESS  
CONTROL SYSTEM

Johnson Controls, Inc.  
326 W. Nakoma  
San Antonio, TX 78216

DESCRIPTION	TOTAL PRICE
Service Of Cardkey Digital Badging And Access Control System (Contract Period: June 1, 2003-September 30,2004)	\$50,808.99
Renewal Year One Extension Period: (October 1,2004-September 30,2005)	\$52,742.85
Renewal Year Two Extension Period: (October 1,2005-September 30,2006)	\$55,122.46
Renewal Year Three Extension Period: (October 1,2006-September 30,2007)	\$57,621.11
Renewal Year Four Extension Period: (October 1,2007- September 30,2008)	\$60,244.67

TERMS

NET 30

JH/dc  
A918-04

SECTION II  
COUNCIL, MAY 15, 2003  
COMPETITIVE LOW BIDS

SECTION II: COMPETITIVE LOW BIDS

The bids in this section are competitive bids in which award is recommended to the lowest bidders.

	<u>COMMODITY</u>	<u>MBE</u>	<u>VENDOR</u>
1.	Elevator Maintenance at the Dwyer Center A500-04 10-1-03 through 9-30-05 with two one-year options to extend		Kone, Inc. Entire Bid Est. Amount \$3,320
2.	Medium Duty GMC & Peterbilt Truck Parts & Service A507-04 10-1-03 through 9-30-04 with one-year option to extend		Rush Truck Center Entire Bid Est. Amount \$40,000
3.	Floor Stripping & Waxing of Parks & Recreation Facilities A721-04 10-1-03 through 9-30-04 with one-year option to extend	MBE	Marotta Enterprises, Inc. Entire Bid Est. Amount \$12,240

# City of San Antonio Bid Tabulation

Opened: March 25, 2003					
For: Annual Contract for Elevator Maintenance at the Dwyer Center					
A500-04 MR/dc		Kone, Inc. 12017 Starcrest San Antonio, TX 78247	Omni Elevator 1730 E. Commerce St. San Antonio, TX 78203	EMR, Inc. 4407 Walzem Rd. #206 San Antonio, TX 78218	Thyssen Krupp Elevator 1077 Central Pkwy. S. #300 San Antonio, TX 78232
ITEM DESCRIPTION	Est. Qty.				
Price per monthly rate	12	\$85.00	\$171.25	\$125.00	\$240.00
Total price		\$1,020.00	\$2,055.00	\$1,500.00	\$2,880.00
Price per hour-Outside Prime-Time	25	\$92.00	\$92.80	\$142.50	\$98.00
Total Price		\$2,300.00	\$2,320.00	\$3,562.50	\$2,450.00
Terms		Net 30	Net 30	Net 30	Net 30
Estimated Annual Award		\$3,320.00			

# City of San Antonio Bid Tabulation

Opened: April 18, 2003		Rush Truck Center  P.O. Box 200105  San Antonio, TX 78220
For: Annual Contract for Medium Duty GMC & Peterbilt Truck Parts & Service		
A507-04	PR/dc	
Item	Description	
1	GMC Medium Duty Truck Parts	
A	Captive Parts	
	Percent of discount offered	5%
	Product identification	GM
	Type price schedule	List
	Price schedule number	IG600R
	Date of price schedule	04/17/03
	Price schedule column on which discount is based	List
B	Competitive Parts	
	Percent of discount offered	10%
	Product identification	ALL
	Type price schedule	List
	Price schedule number	N/A
	Date of price schedule	N/A
	Price schedule column on which discount is based	List
2	Peterbilt Truck Parts	
A	Captive Parts	
	Percent of discount offered	10%
	Product identification	PB
	Type price schedule	List
	Price schedule number	IG600R
	Date of price schedule	04/17/03
	Price schedule column on which discount is based	List
B	Competitive Parts	
	Percent of discount offered	10%
	Product identification	ALL
	Type price schedule	List
	Price schedule number	N/A
	Date of price schedule	N/A
	Price schedule column on which discount is based	List
3	Service and Labor	
	Labor rate per hour	\$67.50
	Mileage charge per mile	\$0.75
	Parts available for pickup	3 Days
	Terms	Net 30

CP: 09/30/2004 OPT: 1 YR. EXT-EXPIRES 2005

# City of San Antonio Bid Tabulation

Opened: April 14, 2003			
For: Annual Contract for Floor Stripping & Waxing of Parks & Recreation Facilities			
A721-04		JM/dc	
		Marotta Enterprises, Inc.	JS Janitorial & Safety Training, Inc.
		2106 N. St. Mary's	5939 Bramble Tree
		San Antonio, TX 78212	San Antonio, TX 78247
Item	Description		
1	Copernicus Center Price per event	\$695.00	\$1,421.00
2	Cuellar Center Price per event	\$525.00	\$2,294.25
3	Dawson Center Price per event	\$350.00	\$1,353.00
4	Denver Heights Center Price per event	\$500.00	\$1,493.50
5	Dorie Miller Center Price per event	\$175.00	\$340.00
6	Garza Center Price per event	\$695.00	\$1,824.00
7	Lou Hamilton Center Price per event	\$375.00	\$1,396.00
8	Hartlandale Center Price per event	\$325.00	\$975.00
9	Highland Park Center Price per event	\$150.00	\$282.50
10	Lackland Terrace Center Price per event	\$325.00	\$275.00
11	Lincoln Center Price per event	\$500.00	\$1,326.75
12	Lockwood Center Price per event	\$465.00	\$1,089.75
13	Meadowcliff Center Price per event	\$395.00	\$1,433.00
14	Miller's Pond Center Price per event	\$595.00	\$1,014.50
15	Sonny Melendrez Center Price per event	\$595.00	\$514.75
16	Normoyle Center Price per event	\$650.00	\$1,462.25
17	Palm Heights Center Price per event	\$625.00	\$2,044.50
18	Ramirez Center Price per event	\$575.00	\$1,487.50
19	Roman Center Price per event	\$450.00	\$650.00
20	San Juan Brady Gardens Center Price per event	\$750.00	\$1,666.25
21	South San Center Price per event	\$475.00	\$1,734.50
22	Southside Lions Center Price per event	\$475.00	\$1,368.00
23	Tobin Center Price per event	\$475.00	\$2,076.75
24	Joe Ward Center Price per event	\$550.00	\$1,693.75
25	Ruth Woodard Center Price per event	\$550.00	\$1,641.75
	Totals	\$12,240.00	\$32,858.25
	Terms	1%-15	1%-10
	<b>Estimated Total Cost</b>	<b>\$12,240.00</b>	

No Bid: Varsity Contractors, Inc.

SECTION III  
COUNCIL, MAY 15, 2003  
LOW QUALIFIED BIDS

SECTION III: 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.

	<u>COMMODITY</u>	<u>MBE</u>	<u>VENDOR</u>
1.	Golf Car Batteries A092-04 10-1-03 through 9-30-04		R & R Tractor & Equipment Ltd. Entire Bid Est. Amount \$51,580

# City of San Antonio Bid Tabulation

Opened: February 28, 2003			BID NO 1				
For: Annual Contract for Golf Car Batteries			R & R Tractor & Equipment Ltd.	A & L Automotive & Oil	Eco Golf	O'Reilly Auto Parts	Cornal Golf
A092-04 MKR/dc			28660 IH 10 West	8423 Eastern	P.O. Box 17872	233 S. Patterson	22115 Old Nacogdoches
Item #	Item Description	Estimated Qty	Boerne, TX 78006	San Antonio, TX 78216	Indianapolis, IN 46217	Springfield, MO 65802	New Braunfels, TX 78132
1	6 Volt Electric Golf Car Batteries	1000					NAS
	Price each		\$51.58	\$65.00	\$58.58	\$53.27	\$47.50
	Manufacturer Name, Model #		Exide, SWRGC-5	Douglas EV125	Exide, GC-5	Superstart GC110	Trojan T105
	Trade-In Value of Junk Battery		\$2.50	\$1.00	\$1.90	\$0.00	\$1.00
	State of Texas Disposal Fee		\$3.00	\$3.00	\$2.00	\$2.00	\$2.00
	Delivery		15 Days	1-2 Days	30 Days	1 Day	1 Day
	Terms		Net 30	Net 30	2%-10	2%-10	Net 30
	Estimated Annual Award		\$51,580.00				

PC: 09/30/2004 OPT: None

TERM: October 2003 - September 2004.  
 CONTRACT AMOUNT: Estimated \$ 51,580.00.  
 END USER: Parks & Recreation.  
 SCOPE: Replacement batteries for golf carts.

Non-responsive:

Cornal Golf: None of the contracts were signed.

NAS:

Dynamic Conversions: Battery (US Battery) does not meet specs: battery must have an amperage charge of 25 amps for 480 minutes, this battery only does that for 420 minutes.

Eco-Battery: No facilities in Bexar County.

TKC: Unclear on specs, bid lists one manufacturer (Battery (US Battery) does not meet specs: battery must have an amperage charge of 25 amps for 480 minutes, this battery only does that for 420 minutes.), but submits specs for another manufacturer (Douglas Battery).

# City of San Antonio Bid Tabulation

Opened: February 28, 2003			For: Annual Contract for Golf Car Batteries				
A092-04			MKR/dc				
Item #	Item Description	Estimated Qty	BID NO 2	BID NO 3			
			Comal Golf	Comal Golf	Dynamic Conversions, Inc.	Eco-Battery, Inc.	TKC Enterprises Inc. dba Batteries Plus
			22115 Old Nacogdoches	22115 Old Nacogdoches	1202 Triplett	9400 Snowden River Pkwy.	2703 N. Beltline Road
			New Braunfels, TX 78132	New Braunfels, TX 78132	San Antonio, TX 78216	Columbia, MD 21045	Irving, TX 75062
1	6 Volt Electric Golf Car Batteries	1000	NAS	NAS	NAS	NAS	NAS
	Price each		\$39.95	\$44.97	\$44.97	\$46.21	\$50.99
	Manufacturer Name, Model #		Trojan T605	Continental 2GC-110	US Battery US2000	Powervolt VA 1055	US Battery SL1 GC 115
	Trade-In Value of Junk Battery		\$1.00	\$1.00	\$1.50	\$0.75	\$1.00
	State of Texas Disposal Fee		\$2.00	\$2.00	\$2.00	\$3.00	\$2.00
	Delivery		1 Day	1 Day	3 Days	15 Days	5 Days
	Terms		Net 30	Net 30	Net 30	Net 30	Net 30
Estimated Annual Award							

PC: 09/30/2004 OPT: None

TERM: October 2003 - September 2004.  
 CONTRACT AMOUNT: Estimated \$ 51,580.00.  
 END USER: Parks & Recreation.  
 SCOPE: Replacement batteries for golf carts.

Non-responsive:

Comal Golf: None of the contracts were signed.

NAS:

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