

**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: June 5, 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 Navistar International & Crane Carrier Corp. Truck parts & service, truck & industrial tires, Onan generator parts & service, rental of material power screener 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 competitive bids in which award is recommended to the lowest bidders. (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 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 \$326,300.

SUPPLEMENTAL COMMENTS:

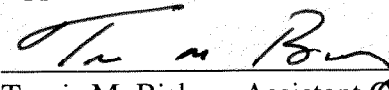
Several agencies including schools, municipalities, Bexar County, San Antonio Water System, and City Public Service have been included in some of the bids in a cooperative effort.

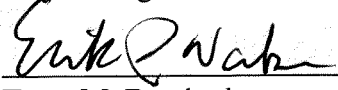
MINORITY & WOMAN OWNED BUSINESS ENTERPRISE AWARDS:

Council Date	Number of Contracts Awarded	Estimated Dollars Awarded	MBE's			WBE's			AABE's		
			Amount	%	Goal: 11.7%	Amount	%	Goal: 12.8%	Amount	%	Goal: 1.7%
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						
5-22-03	4	\$175,000									
5-29-03	4	\$203,809	\$25,000	12.27	2	\$9,000	4.42	1			
6-5-03	4	\$326,300	\$25,000	7.66	1	\$25,000	7.66	1			
TOTAL:	52	\$2,633,742	\$557,028	21.15	9	\$517,090	19.63	7	\$1,498	.057	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, JUNE 5, 2003
COMPETITIVE LOW BIDS

SECTION I: 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.	Navistar International & Crane Carrier Corp. Truck Parts & Service A121-04 10-1-03 through 9-30-04 with one year option to extend		Santex Truck Center Entire Bid Est. Amount \$250,000
2.	Truck & Industrial Tires A208d-04 Upon Award through 9-30-04		Gray's Wholesale Tire Entire Bid Est. Amount \$34,300
3.	Onan Generator Parts & Service A305-04 10-1-03 through 9-30-04 with two one-year options to extend	WBE/ MBE	Texas Equipment Entire Bid Est. Amount \$25,000
4.	Rental of Material Power Screener A914-04 Upon Award through 9-30-04 with one year option to extend		Romco Equipment Company Bid No. 2 Entire Bid Est. Amount \$17,000

City of San Antonio Bid Tabulation

Opened: May 9, 2003		
For: Annual Contract for Navistar International & Crane Carrier Corp. Truck Parts & Service		
A121-04		PR/dc
		Santex Truck Center
		1380 Ackerman Rd.
Item	Description	San Antonio, TX 78219
1	Navistar International Truck Parts	
A.	Captive Parts Discount	Net
	Percent of discount offered	International
	Product identification	Major Fleet
	Type price schedule	PL-308 SA
	Price schedule number	12/30/2002
	Date of price schedule	Major Fleet
	Price schedule column on which discount is based	
B.	Competitive Parts Discount	Net
	Percent of discount offered	International
	Product identification	Major Fleet
	Type price schedule	PL-308- SA
	Price schedule number	12/30/2002
	Date of price schedule	Major Fleet
	Price schedule column on which discount is based	
2	Crane Carrier Corp. Truck Parts	
A.	Captive Parts Discount	
	Percent of discount offered	List -22%
	Product identification	Crane Carrier
	Type price schedule	List Price
	Price schedule number	CCC
	Date of price schedule	01/01/2002
	Price schedule column on which discount is based	List
B.	Competitive Parts Discount	
	Percent of discount offered	List -22%
	Product identification	Crane Carrier
	Type price schedule	List Price
	Price schedule number	CCC
	Date of price schedule	01/01/2002
	Price schedule column on which discount is based	List
3	Labor and Service	
	Labor rate per hour	\$66.00
	Mileage charge per mile	\$0.20
	Parts available for pickup	5 Days
	Terms	2%-10

City of San Antonio Bid Tabulation

Opened: May 6, 2003					
For: Annual Contract for Truck & Industrial Tires					
A208d-04			PR/dc		
Item	Description	Estimated Annual Usage	Gray's Wholesale Tire 201 N. Rupert St. Fort Worth, TX 76107	Homann Tire Wholesale 1802 Shipman San Antonio, TX 78219	Wingfoot Commercial Tire Systems #017 8477 NE Loop 410 San Antonio, TX 78219
1	11R24.5, Tubeless, steel belted highway rib	100			
	Price each		\$163.00	\$177.00	\$204.00
	Total price		\$16,300.00	\$17,700.00	\$20,400.00
	Brand		Firestone	General	Goodyear
2	11R24.5, Tubeless, steel belted, all purpose lug	100			
	Price each		\$180.00	\$208.00	\$210.00
	Total price		\$18,000.00	\$20,800.00	\$21,000.00
	Brand		Firestone	General	Goodyear
	Delivery		1-3 Days	1-3 Days	3 Days
	Terms		1% 10	1% 10	Net 30
Estimated Annual Award			\$34,300.00		

City of San Antonio Bid Tabulation

Opened: May 2, 2003		
For: Annual Contract for Onan Generator Parts & Service		Texas Equipment
A305-04	MKR/dc	7490 FM 1560
Item	Description	San Antonio, TX 78254
1	Onan Generator Parts Percent of discount offered Product identification Type price schedule Price schedule number Date of price schedule Price schedule column on which discount is based	Net Onan Dealer L-835 1/5/2003 Dealer List
2	Labor and Service Labor rate per hour Mileage charge per mile Parts available for pickup	\$40.00 \$0.50 1-14 Days
	Terms	Net 30

CP: 09/30/2004 OPT: 2- 1YR EXT -EXPIRES 2006

TERM: October 2003 - September 2004 with two (2) one-year extensions.

CONTRACT AMOUNT: Estimated \$ 25,000.00 for one year, \$ 75,000.00 for three years.

END USERS: Public Works, Parks & Rec, Convention Facilities.

SCOPE: Parts & service for Onan generators.

City of San Antonio Bid Tabulation

Opened: May 12, 2003				
For: Annual Contract for Rental of Material Power Screener				
A914-04	PR/dc	Bid No. 1	Bid No. 2	Bid No. 3
		Romco Equipment Company 1042 S.E. Loop 410	Romco Equipment Company 1042 S.E. Loop 410	Romco Equipment Company 1042 S.E. Loop 410
ITEM DESCRIPTION		San Antonio, TX 78220	San Antonio, TX 78220	San Antonio, TX 78220
6 Month Rental One (1) Unit Price per 6 months		\$9,500.00	\$8,500.00	\$7,500.00
1 Month Rental One (1) Unit Price per 1 month		No Bid	No Bid	\$8,000.00
Make and Model Bid		Finlay 683 Super Screen	Finlay 683 Super Track	Finlay 683
Terms		Net 30	Net 30	Net 30
Total Estimated Annual Award			\$17,000.00	