

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

CONSENT AGENDA  
ITEM NO. 10

**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 12, 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 American La France truck parts & service, John Deere industrial parts & service, portable chemical toilets, Smeal 1250 GPM Pumper truck parts & service, Rosco Construction equipment parts & service, and New Holland Construction Equipment parts & service 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. (5 contracts)

**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 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 \$137,000.

**SUPPLEMENTAL COMMENTS:**

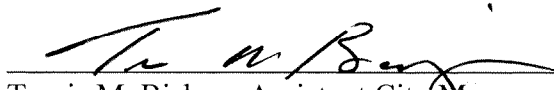
Several agencies including schools, municipalities, Bexar County, San Antonio Water System, and City Public Service have been included in some of the bids in a cooperative effort.

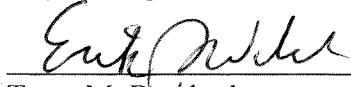
**MINORITY & WOMAN OWNED BUSINESS ENTERPRISE AWARDS:**

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						
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			
6-12-03	6	\$137,000									
TOTAL:	58	\$2,770,742	\$557,028	20.10	9	\$517,090	18.66	7	\$1,498	.054	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 12, 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. The terms of these contracts is indicated below.

	<u>COMMODITY</u>	<u>MBE</u>	<u>VENDOR</u>
1.	American La France Truck Parts & Service A016-04 10-1-03 through 9-30-04 with one-year option to extend		American La France Gulf Coast Entire Bid Est. Amount \$25,000
2.	John Deere Industrial Parts & Service A052-04 10-1-03 through 9-30-04 with one-year option to extend		RDO Equipment Co. Entire Bid Est. Amount \$25,000
3.	Portable Chemical Toilets A205-04 10-1-03 through 9-30-04 with one-year option to extend		Garbage Cart LTD dba The Portable Toilet Co. Entire Bid Est. Amount \$22,000
4.	Smeal 1250 GPM Pumper Truck Parts & Service A314-04 10-1-03 through 9-30-04 with one-year option to extend		Danko Emergency Entire Bid Est. Amount \$25,000
5.	Rosco Construction Equipment Parts & Service A745-04 10-1-03 through 9-30-04 with one-year option to extend		Closner Equipment Co., Inc. Entire Bid Est. Amount \$25,000

# City of San Antonio Bid Tabulation

Opened: May 19, 2003		
For: Annual Contract for American La France Truck Parts & Service		American La France Gulf Coast
A016-04	PR/rm	9550 North Loop East
Item	Description	Houston TX 77546
1	American La France Truck 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	10% American La France & LTI Dealer N/A 5/19/2003 List
2	Labor and Service Labor rate per hour Mileage charge per mile Up-charge for outside labor, cost plus Delivery  Terms	 \$70.00 \$0.60 10% 5 Days  Net 30

## City of San Antonio Bid Tabulation

Opened: May 23, 2003 For: Annual Contract for John Deere Industrial Parts & Service		RDO Equipment Co.  5400 N. IH 35  San Antonio, TX 78218
A052-04	PR/dc	
Item	Description	
1	John Deere Industrial Equipment 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 John Deere Dealer PML001 4/28/03 List
2	Labor and Service Labor rate per hour Mileage charge per mile Parts available for pickup  Terms	\$70.00 \$1.25 1 Day  Net 30

# City of San Antonio Bid Tabulation

Opened: May 20, 2003

For: Annual Contract for Portable Chemical Toilets

A205-04

JH/dc

Garbage Cart LTD dba  
The Portable Toilet Co.  
1818 South Brazos

Pit Stop Services, LLC  
6335 Camp Bullis Rd.  
Suite 5

Waste Management of  
Tx. Inc.  
4730 SE Loop 410

San Antonio,  
TX 78207

San Antonio,  
TX 78257

San Antonio,  
TX 78222

Item	Description	Estimated Quantities			
I	Minimum charge for one day				
	Portable Chemical Toilet	348			
	Price each		\$30.00	\$50.00	\$75.00
	Total price		\$10,440.00	\$17,400.00	\$26,100.00
	A.D.A. Compliant Unit	12			
	Price each		\$42.50	\$85.00	\$125.00
	Total price		\$510.00	\$1,020.00	\$1,500.00
	Charge for each additional day				
	Portable Chemical Toilet	5			
	Price each		\$1.00	\$50.00	\$3.00
	Total price		\$5.00	\$250.00	\$15.00
	A.D.A. Compliant Unit	5			
	Price each		\$1.00	\$85.00	\$3.00
	Total price		\$5.00	\$425.00	\$15.00
II	Minimum charge for one week				
	Portable Chemical Toilet	112			
	Price each		\$30.00	\$60.00	\$70.00
	Total price		\$3,360.00	\$6,720.00	\$7,840.00
	A.D.A. Compliant Unit	2			
	Price each		\$42.50	\$85.00	\$125.00
	Total price		\$85.00	\$170.00	\$250.00
	Charge for each additional day				
	Portable Chemical Toilet	5			
	Price each		\$1.00	\$50.00	\$3.00
	Total price		\$5.00	\$250.00	\$15.00
	A.D.A. Compliant Unit	5			
	Price each		\$1.00	\$85.00	\$3.00
	Total price		\$5.00	\$425.00	\$15.00
III	Charge per month				
	Portable Chemical Toilet	171			
	Price each		\$40.00	\$60.00	\$70.00
	Total price		\$6,840.00	\$10,260.00	\$11,970.00
	A.D.A. Compliant Unit	2			
	Price each		\$55.00	\$85.00	\$125.00
	Total price		\$110.00	\$170.00	\$250.00
IV	Charge per location change				
	Portable Chemical Toilet	5			
	Price each		\$20.00	\$15.00	\$10.00
	Total price		\$100.00	\$75.00	\$50.00
	A.D.A. Compliant Unit	5			
	Price each		\$20.00	\$15.00	\$10.00
	Total price		\$100.00	\$75.00	\$50.00
V	Charge for sanitation services during special events once a day				
	Portable Chemical Toilet	5			
	Price each		\$5.00	\$40.00	\$10.00
	Total price		\$25.00	\$200.00	\$50.00
	A.D.A. Compliant Unit	5			
	Price each		\$5.00	\$45.00	\$10.00
	Total price		\$25.00	\$225.00	\$50.00
VI	Charge for sanitation services during special events twice a day				
	Portable Chemical Toilet	16			
	Price each		\$10.00	\$60.00	\$10.00
	Total price		\$160.00	\$960.00	\$160.00
	A.D.A. Compliant Unit	5			
	Price each		\$10.00	\$90.00	\$10.00
	Total price		\$50.00	\$450.00	\$50.00

# City of San Antonio Bid Tabulation

Opened: May 20, 2003

For: Annual Contract for Portable Chemical Toilets

A205-04

JH/dc

Garbage Cart LTD dba  
The Portable Toilet Co.  
1818 South Brazos

Pit Stop Services, LLC  
6335 Camp Bullis Rd.  
Suite 5

Waste Management of  
Tx. Inc.  
4730 SE Loop 410

Item	Description	Estimated Quantities	San Antonio, TX 78207	San Antonio, TX 78257	San Antonio, TX 78222
VII	Charge for twice weekly sanitation service during the entire contract period				
	Portable Chemical Toilet	2			
	Price each		\$10.00	\$90.00	\$20.00
	Total price		\$20.00	\$180.00	\$40.00
	A.D.A. Compliant Unit	5			
	Price each		\$10.00	\$110.00	\$20.00
	Total price		\$50.00	\$550.00	\$100.00
	Charge per month				
	Portable Chemical Toilet	5			
	Price each		\$15.00	\$60.00	\$90.00
	Total price		\$75.00	\$300.00	\$450.00
	A.D.A. Compliant Unit	2			
	Price each		\$15.00	\$85.00	\$145.00
	Total price		\$30.00	\$170.00	\$290.00
	Terms		Net 30	Net 30	1%-10
	<b>Total Estimated Award</b>		<b>\$22,000.00</b>		

## City of San Antonio Bid Tabulation

Opened: May 23, 2003		
For: Annual Contract for Smeal 1250 GPM Pumper Truck Parts & Service		
A314-04 PR/dc		Danko Emergency  304 Rangeline
Item	Description	Snyder, NE 68664
1	Smeal 1250 GPM Pumper Truck 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	20% Smeal Dealer N/A 04/07/03 Wholesale
2	Labor and Service Labor rate per hour Mileage charge per mile Delivery  Terms	  \$60.00 N/A 3 Days  Net 30



# City of San Antonio Bid Tabulation

Opened: May 20, 2003		
For: Annual Contract for Rosco Construction Equipment Parts & Service		
A745-04		Closner Equipment Co., Inc. 1415 West Poplar
PR/dc		San Antonio, TX 78207
Item	Description	
I	Rosco Construction Equipment 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 Rosco Dealer List N/A 1/1/2003 N/A
II	Labor and Service Labor rate per hour Mileage charge per mile Parts available for pickup	\$65.00 \$1.10 1-7 Days
	Terms	Net 30

SECTION II  
COUNCIL, JUNE 12, 2003  
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 City's specifications. The terms of these contracts is indicated below.

	<u>COMMODITY</u>	<u>MBE</u>	<u>VENDOR</u>
1.	New Holland Construction Equipment Parts & Service A843-04 10-1-03 through 9-30-04 with two one-year options to extend		Anderson Machinery San Antonio, Inc. Entire Bid Est. Amount \$15,000

# City of San Antonio Bid Tabulation

Opened: May 5, 2003		Anderson Machinery San Antonio, Inc. P.O. Box 200380	
For: New Holland Construction Equipment Parts & Service		Equipment Depot 3935 N. Pan Am	
A843-04 MKR/dc		San Antonio, TX 78220	San Antonio, TX 78219
Item	Description		
I	New Holland Construction Equipment 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	16% New Holland Dealer 370 12/16/02 Distributor	NAS 10% New Holland Manufacturer Not Given 05/01/02 List
II	Labor and Service Labor rate per hour Mileage charge per mile Parts available for pickup  Terms	 \$70.00 \$1.50 2 Days  Net 30	 \$60.00 No Charge 10 Days  Net 30

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

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

CONTRACT AMOUNT: Estimated \$ 15,000.00 for one year, \$ 45,000.00 for three years.

END USERS: Public Works.

SCOPE: Parts & service for New Holland construction equipment utilized by Public Works

NAS: Equipment Depot is not an authorized dealer for New Holland.