

(revised)

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

**CONSENT AGENDA
ITEM NO. 8**

TO: Mayor and City Council

FROM: Janie B. Cantu, Director of Purchasing & General Services

THROUGH: Terry M. Brechtel, City Manager

COPIES: Erik J. Walsh, Assistant to the City Manager;
Department Directors; File

SUBJECT: Annual Contracts for Fiscal Year 2004-2005

DATE: May 13, 2004

SUMMARY & RECOMMENDATION:

The attached tabulations of bids is hereby submitted for Council consideration and action. Annually at this time, bids are requested for various materials, parts and services. This ordinance includes continuous computer forms, golf cart batteries, rental of barricades and allied items, antivirus software licenses and upgrades, and police helicopter parts and service.

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 these contracts be approved.

- SECTION I:** The bids in this section are low responsive bids in which award is recommended to the lowest bidder. (6 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. All expenditures will be in accordance with the 2004-2005 budget approved by City Council. The combined total estimated amount for contracts listed on this ordinance is approximately \$995,244.

SUPPLEMENTAL COMMENTS:

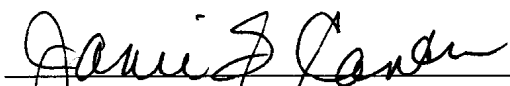
Several agencies including schools, municipalities, Bexar County, San Antonio Water System, and City Public Service have been included in some of the bids in a cooperative effort.

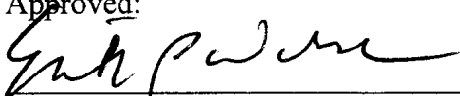
(revised)

Page 2 -- Memo to Council
Annual Contracts for FY04-05

MINORITY & WOMAN OWNED BUSINESS ENTERPRISE AWARDS:

Council Date	Number of Contracts Awarded	Estimated Dollars Awarded	MBE's			WBE's			AABE's		
			Amount	%	Goal: 15% Awards	Amount	%	Goal: 10% Awards	Amount	%	Goal: 3% Awards
4-15-04	6	\$252,419	\$59,880	23.72	1	\$7,842	3.11	1			
4-22-04	4	\$206,792	\$80,000	38.69	1						
4-29-04	4	\$200,087									
5-13-04	7	\$995,244									
TOTAL	21	\$1,654,542	\$139,880	8.45	2	\$7,842	0.474	1			


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

Approved:

Erik J. Walsh, Assistant to the City Manager
City Manager's Office

SECTION I
COUNCIL, MAY 13, 2004
LOW RESPONSIVE BIDS

SECTION I: LOW RESPONSIVE BIDS

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

<u>COMMODITY</u>	<u>MBE</u>	<u>VENDOR</u>
1. Continuous Computer Forms A088-05 10-1-04 through 9-30-05 with two one-year options to extend This contract will provide the City of San Antonio Purchasing & General Services Central Stores Division with continuous computer forms which will be distributed to various City departments.		Enterprise Group, A Wyerhaeuser Bus. Items 1, 2, 4, 6 Est Amount \$60,476 Hamco Business Supplies Item 7 Est Amount \$3,128 Unisource World Wide Items 3, 5 Est Amount \$3,519
2. Golf Cart Batteries A092-05 10-1-04 through 9-30-05 with two one-year options to extend This contract will provide the City of San Antonio Parks & Recreation Golf Operations with batteries for city golf carts.		Exide Technologies Entire Bid Est Amount \$52,894
3. Rental of Barricades and Allied Items for SBC Center Events A902-05 10-1-04 through 9-30-05 with one year option to extend This contract will provide the City of San Antonio Public Works Traffic Operations with rental of barricades, allied items, flashers and signs to include labor, materials and equipment, delivery and pickup for SBC Center events.		Flasher Equipment Entire Bid Est Amount \$503,000 annually

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<u>COMMODITY</u>	<u>MBE</u>	<u>VENDOR</u>
4. Antivirus Software Licenses and Upgrades A917-05 Upon Award through 9-30-05 This contract will provide the City of San Antonio Information Technology Services with antivirus protection licenses, 24 hour maintenance and support for City desktops and servers.		SHI-Government Solutions Utilizing DIR "GoDirect" Contract No. 313-001A Entire Bid Est Amount \$66,552 annually

City of San Antonio Bid Tabulation

Opened: March 16, 2004

For: Annual Contract for Continuous Computer Forms

A088-05

TC

			Enterprise Group A Weyerhaeuser Bus. 170 E. Cotton Dr. Comfort, TX 78013	Hamco Business Supplies 10518 Guldale, Suite 2 San Antonio, TX 78216	Unisource World Wide 4151 Woodcock Dr. Jacksonville, FL 32207	CFS, Inc. 248 Addie Roy Rd. Suite B-102 Austin, TX 78746
Item	Description	Estimated Annual Quantity				
1	15 lb. Tabulating Paper, Plain White, 1-Part Non-recycled Price per M Total Price	3,275 M	\$5.29 \$17,330.04	No Bid	\$5.30 \$17,362.80	No Bid
2	18 lb. Tabulating Paper, Plain White, 1-Part Non-recycled Price per M Total Price	1,440 M	\$5.47 \$7,876.80	No Bid	\$5.58 \$8,035.20	No Bid
3	Stock Tabulating Paper, Green And White 1-Part Non-recycled Price per M Total Price Recycled Price per M Total Price	429 M	\$8.09 \$3,470.61 No Bid	No Bid No Bid	\$7.82 \$3,354.78 No Bid	No Bid No Bid
4	Continuous Card Stock, Police Dispatcher Forms Non-recycled Price per M Total Price Recycled Price per M Total Price	4,940 M	\$5.67 \$28,009.80 No Bid	\$6.41 \$31,665.40 No Bid	No Bid No Bid	No Bid No Bid
5	2-Part Self Carbon Plain White Continuous Paper Non-recycled Price per M Total Price Recycled Price per M Total Price	19.2 M	No Bid No Bid	No Bid No Bid	\$8.59 \$164.93 No Bid	No Bid No Bid
6	Fire and Building Inspection Form Non-recycled Price per M Total Price Recycled Price per M Total Price	250 M	\$29.04 \$7,260.00 No Bid	No Bid No Bid	\$30.21 \$7,552.50 No Bid	No Bid No Bid
7	Clay Coat Plotter Paper Non-recycled Price per Roll Price Total Recycled Price per Roll Price Total Delivery Terms	200 ea	No Bid No Bid No Bid 2 Days Net 20	\$15.64 \$3,128.00 No Bid 1-15 Days Net 30	\$19.69 \$3,938.00 No Bid 14 Days Net 30	\$21.95 \$4,390.00 No Bid 1-2 Days Net 30
Total Estimated Award			\$60,476.64	\$3,128.00	\$3,519.71	

City of San Antonio Bld Tabulation

Opened: March 16, 2004			For: Annual Contract for Continuous Computer Forms		
A033-05			TC		
			International Security Products PO Box 7001 Paso Robles, CA 93447	Printed Supplies, Inc. 10446 Sentinel San Antonio, TX 78217	Torrez Paper Company PO Box 36545 Dallas, TX 75235
Item	Description	Estimated Annual Quantity			
1	15 lb. Tabulating Paper, Plain White, 1-Part Non-recycled Price per M Total Price	3,276 M	\$6.46 \$21,162.96	No Bid	\$6.40 \$20,966.40
2	18 lb. Tabulating Paper, Plain White, 1-Part Non-recycled Price per M Total Price	1,440 M	\$7.59 \$10,929.60	No Bid	\$6.51 \$9,374.40
3	Stock Tabulating Paper, Green And White 1-Part Non-recycled Price per M Total Price Recycled Price per M Total Price	429 M	\$10.48 \$4,495.92 No Bid	No Bid No Bid	\$9.26 \$3,972.54 No Bid
4	Continuous Card Stock, Police Dispatcher Forms Non-recycled Price per M Total Price Recycled Price per M Total Price	4,940 M	No Bid No Bid	\$7.87 \$38,877.80 No Bid	No Bid No Bid
5	2-Part Self Carbon Plain White Continuous Paper Non-recycled Price per M Total Price Recycled Price per M Total Price	19.2 M	\$62.81 \$1,205.95 No Bid	No Bid No Bid	\$19.19 \$368.45 No Bid
6	Fire and Building Inspection Form Non-recycled Price per M Total Price Recycled Price per M Total Price	250 M	\$38.81 \$9,702.50 No Bid	No Bid No Bid	\$31.41 \$7,852.50 No Bid
7	Clay Coat Plotter Paper Non-recycled Price per Roll Price Total Recycled Price per Roll Price Total Delivery Terms	200 ea	\$39.26 \$7,852.00 No Bid 5-15 Days Net 30	No Bid No Bid 21 Days Net 30	No Bid No Bid 7-10 Days Net 30
Total Estimated Award					

City of San Antonio Bid Tabulation

Opened: March 12, 2004						
For: Annual Contract for Golf Cart Batteries						
A092-05			TC			
Item #	Item Description	Estimated Qty	Exide Technologies	The Battery Source	Cornal Golf Carts	Globe Electric Co., Inc.
			550 Springfield Road San Antonio, TX 78219	10790 S. FM 2790W #1 Somerset, TX 78069	22115 Old Nacogdoches Rd. New Braunfels, TX 78132	10902 Roark Rd. Houston, TX 77271
1	6 Volt Electric Golf Car Batteries	1000				
	Price each		\$49.23	\$114.95	\$53.50	\$79.45
	Total Amount		\$49,230.00	\$114,950.00	\$53,500.00	\$79,450.00
	Manufacturer Name		Exide Technologies	Universal Power Group	Trojan Battery	Trojan
	Model #		GC-5	UBGC2	T-105	T-105
	Trade-In Value of Junk Battery		Exchange	N/A	Exchange	\$4.90
	State of Texas Disposal Fee		\$2.00	N/A	\$2.00	\$2.90
2	8 Volt Electric Golf Car Batteries	75				
	Price each		\$48.86	No Bid	\$64.77	\$81.00
	Total Amount		\$3,664.50		\$4,857.75	\$6,075.00
	Manufacturer Name		Exide Technologies		Trojan Battery	Trojan
	Model #		E-4800		T-875	T-875
	Trade-In Value of Junk Battery		Exchange		Exchange	\$4.90
	State of Texas Disposal Fee		\$2.00		\$2.00	\$2.90
	Delivery		10 Days	3-5 Days	1 Day	1-2 Days
	Terms		Net 30	2%-10	Net 30	1/2%-3
Estimated Annual Award			\$52,894.50			

City of San Antonio Bid Tabulation

Opened: March 12, 2004					
For: Annual Contract for Golf Cart Batteries					
A092-05			TC		
Item #	Item Description	Estimated Qty	Golf Cars, Etc	MDI	R & R Tractor
			22340 IH 35 North New Braunfels, TX 78132	25 Corporate Dr. Hauppauge, NY 11788	28660 IH 10 West Boerne, TX 78006
1	6 Volt Electric Golf Car Batteries	1000			
	Price each		\$58.00	\$66.60	\$54.99
	Total Amount		\$58,000.00	\$66,600.00	\$54,990.00
	Manufacturer Name		Trojan	US Battery	Exide
	Model #		T-105	US-2200	GC-5
	Trade-In Value of Junk Battery		Exchange	\$0.00	\$2.50
	State of Texas Disposal Fee		\$2.00	\$0.00	\$3.00
2	8 Volt Electric Golf Car Batteries	75			
	Price each		\$68.00	No Bid	\$54.99
	Total Amount		\$5,100.00		\$4,124.25
	Manufacturer Name		Trojan		Exide
	Model #		T-875		E4800
	Trade-In Value of Junk Battery		Exchange		\$2.50
	State of Texas Disposal Fee		\$2.00		\$3.00
	Delivery		5 Days	7-10 Days	3 Days
	Terms		Net 30	Net 30	Net 30
	Estimated Annual Award				

City of San Antonio Bid Tabulation

Opened: April 12, 2004 Annual Contract for Rental of Barricades and Allied Items for SBC For: Center Events A902-05 JH			Flasher Equipment	Nixon Engineering	Short-Line Corporation dba American Signal Equipment
			246 W. Josephine	4301 Walhill Ln.	P/O Box 700961
			San Antonio, TX 78212	Austin, TX 78759	San Antonio, TX 78270
Item	Description	Estimated Quantity			
1					
A)	Type I Events (10,000 - 18,500 Patrons)	110			
	Price per Event		\$4,500.00	\$5,720.00	\$5,495.00
	Total price		\$495,000.00	\$629,200.00	\$604,450.00
B)	Miscellaneous Standby Truck	10			
	Price per Event		\$800.00	\$1,430.00	\$1,350.00
	Total price		\$8,000.00	\$14,300.00	\$13,500.00
	Terms		Net 30	2%10	Net 30
	SubTotal Price for 1A & B		\$503,000.00	\$643,500.00	\$617,950.00
	Total Estimated Award		\$503,000.00		

CITY OF SAN ANTONIO
BID TABULATION

ANNUAL CONTRACT FOR: ANTIVIRUS SOFTWARE LICENSES AND UPGRADES

SHI-Government Solutions
1250 Capital of Texas Hwy South
Suite I-350
Austin, TX 78746

DESCRIPTION	TOTAL PRICE
Symantec Antivirus Corporate Edition 8.0 for Workstations and Network Servers Competitive Upgrade	\$49,290.00
Platinum Maintenance Support Upgrade	\$17,262.50
Grand Total	\$66,552.50
(May 1, 2004 – September 30, 2005) DIR “Go Direct” Contract #313-001A	

TERMS	Net 30
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AW/arw
A917-05

SECTION II
COUNCIL, MAY 13, 2004
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.

<u>COMMODITY</u>	<u>MBE</u>	<u>VENDOR</u>
1. Police Helicopter Parts and Service A475-05 10-1-04 through 9-30-05 with one year option to extend		Helicopter Specialists, Inc. Entire Bid Est Amount \$305,675 annually

This contract will provide the City of San Antonio Police Department Helicopter Unit with maintenance and parts for the City's four police helicopters.

City of San Antonio Bid Tabulation

Opened: March 12, 2004		For: Annual Contract for Police Helicopter Parts & Service	
A475-05		TC	
Item		Description	
		Helicopter Specialists, Inc.	Helicopter Experts, Inc.
		P.O. Box 18154	P.O. Box 791735
		San Antonio, TX 78218	San Antonio, TX 78279
I	Schweizer 333 Parts		NAS
A	Captive Parts		
	Discount off mfr. price list	5%	5%
B	Competitive Parts		
	Discount off mfr. price list	5%	Net Cost + 15%
C	Overhauls & Other Outside Labor		
	Discount off mfr. price list	5%	Net Cost + 15%
II	Labor Rate		
A	Normal business hours		
	Price per hour	\$40.00	\$36.00
B	Other than normal business hours		
	Price per hour	\$60.00	\$54.00
C	Road service call rates		
	Price per hour	\$40.00	\$37.50
III	Schweizer 333SP Standard Inspections		
	25 HR		
A	Hours to complete inspection	1	2
B	Rate per hour	\$37.50	\$18.00
C	Cost for inspection	\$37.50	\$36.00
	50 HR		
A	Hours to complete inspection	1.5	3
B	Rate per hour	\$37.50	\$18.00
C	Cost for inspection	\$56.25	\$54.00
	100 HR		
A	Hours to complete inspection	18	25
B	Rate per hour	\$37.50	\$25.92
C	Cost for inspection	\$675.00	\$648.00
	100 HR/Annual		
A	Hours to complete inspection	21	25
B	Rate per hour	\$37.50	\$25.92
C	Cost for inspection	\$787.50	\$648.00
	400 HR		
A	Hours to complete inspection	35	45
B	Rate per hour	\$37.50	\$28.00
C	Cost for inspection	\$1,312.50	\$1,260.00
	800 HR		
A	Hours to complete inspection	45	55
B	Rate per hour	\$37.50	\$29.45
C	Cost for inspection	\$1,687.50	\$1,619.75
	Terms	2%-15	Net 30

NAS - Helicopter Experts, Inc. did not meet specifications regarding FAA Certified Mechanic requirement.