

**CITY OF SAN ANTONIO
PURCHASING & GENERAL SERVICES DEPARTMENT
CITY COUNCIL AGENDA MEMORANDUM**

CONSENT AGENDA

ITEM NO. 10

TO: Mayor and City Council

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

SUBJECT: Annual Contracts for Fiscal Year 2005-2006

DATE: May 19, 2005

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 contracts for automotive clutch parts & service, Navistar International & Crane Carrier truck parts and service, processing of waste tires, and lease of digital duplicator equipment.

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.

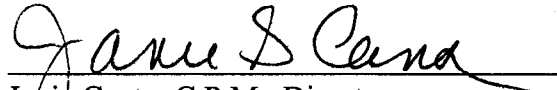
SECTION I: The bids in this section are low responsive bids in which award is recommended to the lowest bidder. (4 contracts)

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. All expenditures will be in accordance with the FY 2005-2006 budget to be approved by City Council. The combined total estimated amount for contracts listed on this ordinance is approximately \$329,623.



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



Erik J. Walsh
Assistant to the City Manager

SECTION I
COUNCIL, MAY 19, 2005
LOW BIDS

SECTION I: LOW BIDS

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

| <u>COMMODITY</u> | <u>MBE</u> | <u>VENDOR</u> |
|---|------------|---|
| 1. Service Parts and Machine Co. A062-06 10-1-05 through 12-31-06 with two one year options to extend This contract will provide the City of San Antonio Fleet Operations with automotive clutch parts service for repairs when needed. | | Service Parts and Machine Co. Entire Bid Est Amount \$12,500 annually |
| 2. Navistar International & Crane Carrier Corp. Truck Parts and Service A121-06 10-1-05 through 9-30-05 with one year option to extend This contract will provide the City of San Antonio Fleet Operations, Public Works, Parks and Environmental Services with replacement parts and service for Navistar International and Crane Carrier trucks. | | Santex Truck Center Entire Bid Est Amount \$234,000 annually |
| 3. Processing of Waste Tires A681-05 Upon Award through 9-30-06 With two one year options to extend This contract will provide the City of San Antonio Environmental Services Department with disposal of waste tires collected from rivers, vacant lots, storm water system, etc. | | Able Tire Disposal Entire Bid Est Amount \$72,300 annually |
| 4. Lease of Digital Duplicator Equipment A1031-05 Upon Award through 5-2010 This contract will provide the City of San Antonio Parks & Recreation Department with a 60-month lease of a new digital duplicator machine to be used to produce programs, instructions, forms, flyers, surveys, etc. | | Office Communications Systems Entire Bid Est Amount \$10,823 annually |

City of San Antonio Bid Tabulation

| April 1, 2005 | | | |
|--|--|-----------------------------|----------------------------------|
| For: Annual Contract for Automotive Clutch Parts & Service | | Service Parts & Machine Co. | |
| A062-06 | | 731 Probandt | |
| DS | | San Antonio, TX 78204 | |
| Item | Description | Est. Qty | |
| I | Automotive Clutch Parts | | |
| A | Rebuilt Clutch Parts | | |
| | Percent of discount offered | | 0% |
| | Product identification | | Service Parts & Machine Co. |
| | Type price schedule | | City of San Antonio Net |
| | Price schedule number | | 4381 |
| | Date of price schedule | | 03/31/2005 |
| | Price schedule column on which discount is based | | Net |
| B | New Clutch Parts | | |
| | Percent of discount offered | | 0% |
| | Product identification | | AMS Automotive, Ace, III, Spicer |
| | Type price schedule | | City Net |
| | Price schedule number | | 4381 |
| | Date of price schedule | | 11/01/04 & 7/01/04 & 3/31/05 |
| | Price schedule column on which discount is based | | AMS-Jobber Price |
| II | Flywheel Re-Facing (Grinding) | | |
| A | Passenger car & light truck | | |
| | Price each-flat | 12 | \$20.00 |
| | Price each-recessed | 6 | \$25.00 |
| B | Medium trucks 12" & 13" | | |
| | Price each-flat | 30 | \$25.00 |
| | Price each-recessed | 6 | \$30.00 |
| C | Heavy trucks 14" | | |
| | Price each-flat | 50 | \$40.00 |
| | Price each-recessed | 30 | \$40.00 |
| D | Heavy trucks 15 1/2" | | |
| | Price each-flat | 10 | \$50.00 |
| | Price each-recessed | 10 | \$50.00 |
| III | Ring Gear Install & Reverse | | |
| A | Automotive & Light Truck | | |
| | Price each | | \$10.00 |
| B | Medium & Heavy Truck | 12 | |
| | Price each | 10 | \$15.00 |
| | Delivery | | 1 Day |
| | Terms | | 2%-10 |

City of San Antonio Bid Tabulation

| | | |
|---|--|----------------------|
| Opened: April 15, 2005 | | |
| For: Annual Contract for Navistar International & Crane Carrier Corp. Truck Parts & Service | | MLWN |
| | | Santex Truck Center |
| A121-06 | PR | 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-UA |
| | Price schedule number | 12/27/2004 |
| | 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-UA |
| | Price schedule number | 12/27/2004 |
| | Date of price schedule | Major Fleet |
| | Price schedule column on which discount is based | |
| 2 | Crane Carrier Corp. Truck Parts | |
| A. | Captive Parts Discount | List -22% |
| | Percent of discount offered | Crane Carrier |
| | Product identification | List Price |
| | Type price schedule | CCC |
| | Price schedule number | 1/1/2004 |
| | Date of price schedule | List |
| | Price schedule column on which discount is based | |
| B. | Competitive Parts Discount | List -22% |
| | Percent of discount offered | Crane Carrier |
| | Product identification | List Price |
| | Type price schedule | CCC |
| | Price schedule number | 1/1/2004 |
| | Date of price schedule | List |
| | Price schedule column on which discount is based | |
| 3 | Labor and Service | |
| | Labor rate per hour | \$70.00 |
| | Mileage charge per mile | \$0.20 |
| | Parts available for pickup | 1-5 Days |
| | Terms | 2%-10 |

Term: October 1, 2005 thru September 30, 2006 with two 1 year extensions, expires 2008

Cost: \$234,000.00/year, \$702,000.00/3 years (+8% parts, +\$4.00 labor from 2003)

Use: Navistar dump trucks used for brush pickup/PW & Parks, Crane Carrier used for garbage collection/Env Svc

Users: Fleet Operations/Public Works, Parks & Recreation, Environmental Services

City of San Antonio Bid Tabulation

Contract Period:

Upon award through Sept. 30,
2006 w/ 2 - 1 year extensions.

| Opened: April 29, 2005 | | | MLWN |
|--|---|--------------------|--|
| For: Annual Contract for Processing of Waste Tires | | | |
| A681-05 | | MR | Able Tire Disposal 6830 W. Laguna Rd. San Antonio, Tx. 78223 |
| Item | Description | Estimated Quantity | |
| 1 | Recycling fee Per Ton Delivered Tires Estimated Annual Cost | 600 Tons | \$72.00 43,200.00 |
| 2 | Recycling fee Per Ton Picked up Tires Estimated Annual Cost | 240 Tons | 120.00 28,800.00 |
| 3 | Setup Fee for Containers Estimated Annual Cost | 3 Each | 100.00 300.00 |
| | Terms | | Net 30 |
| Estimated Annual Award | | | \$72,300.00 |

This Contract will provide the Environmental Services Department with a contractor to facilitate waste tire disposal. Waste tires are collected by Environmental Services during clean-up operations from rivers, vacant lots, storm water system, and from other City owned property shall be processed according to environmental guidelines established by federal, state and local government.

Major User: Environmental Services

Estimated annual cost is \$72,300 - \$216,900 with extensions

At equivalent quantities, expenditures are expected to increase \$1,320 or 3% over the 03-04 contract period.

CITY OF SAN ANTONIO
BID TABULATION

ANNUAL CONTRACT FOR: LEASE OF DIGITAL DUPLICATOR EQUIPMENT

OFFICE COMMUNICATIONS SYSTEMS
10231 KOTZEBUE
SAN ANTONIO, TEXAS 78217

| ITEM DESCRIPTION | COMMODITY CODE | PRICE PER MONTH |
|---|------------------|-----------------|
| Riso Model 3700 | 985-26-80250-3mo | \$141.42 |
| Riso Model 7950 System Printer Controller | 985-27-42143-6mo | \$100.60 |
| Riso Net-B, Network Interface Card | 985-27-42125-3mo | \$10.34 |
| Riso RP Ledger size Inkless Print Cylinder | 985-27-42005-7mo | \$21.16 |
| All copies billed at \$.00754 each (estimated 83,350 copies/mo) | | \$628.46 |
| ESTIMATED MONTHLY COST | | \$901.98 |
| ESTIMATED ANNUAL COST | | \$10,823.76 |
| Terms | | Net 30 |

STATE OF TEXAS BUILDING AND PROCUREMENT COMMISSION CONTRACT 985-A3

A1031-05
AW/arw

This 60-month lease will provide the Parks & Recreation Department with a new digital duplicator machine that will replace the current digital duplicator purchased in 1997. This equipment will be used by the Recreation Services Division to produce dance production programs, instructions for softball and basketball leagues, forms used by various Parks & Recreation divisions, and flyers and surveys for all Parks & Recreation programs. Surveys are sent to approximately 15,000 After School Challenge Program participants once per year. The Parks & Recreation Department produced approximately one million copies during fiscal year 2003-2004. Delivery, installation, consumables (black and color ink cartridges), maintenance, and service are included in the monthly lease cost. This procurement has been coordinated with the Information and Technology Services Department.