

AN ORDINANCE **2006-02-16-0232**

ACCEPTING THE BIDS OF VARIOUS COMPANIES TO PROVIDE THE CITY WITH VARIOUS TYPES OF COMMODITIES AND SERVICES ON AN ANNUAL CONTRACT BASIS FOR FY 2006 FOR AN ESTIMATED COMBINED ANNUAL COST OF \$154,635.00 INCLUDING: AUDIOBOOKS; HVAC MAINTENANCE AT DOWNTOWN BUILDINGS; AND SPEAKER MICROPHONES.

* * * * *

WHEREAS, the City is able to obtain significant savings by purchasing various materials and services on an annual contract basis; and

WHEREAS, this group of contracts represents a portion of approximately two hundred and fifty (250) annual contracts that will be brought before City Council throughout the remainder of the fiscal year; and

WHEREAS, these bids are from various companies to furnish the City with: audiobooks; HVAC maintenance at downtown buildings; and speaker microphones; and

WHEREAS, Section I of the attachment consists of 1 single source of supply contract; and

WHEREAS, Section II of the attachment consists of 2 contracts in which awards are recommended to the lowest bidder; and

WHEREAS, all expenditures will be in accordance with the FY 2005-2006 budget approved by City Council;
NOW THEREFORE:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The bids of various companies to furnish the City with: audiobooks; HVAC maintenance at downtown buildings; and speaker microphones are hereby accepted, subject to and contingent upon the deposit of all required bonds, performance deposits and insurance certificates. The bids and bid tabulation sheets are attached hereto and incorporated herein for all purposes as Exhibit A.

SECTION 2. The amount of \$154,635.00 will be encumbered upon issuance of various purchase orders, and payment is authorized to various vendors as identified on the attached bid tabulation sheets. All expenditures will be in accordance with the FY 2005-2006 budget approved by City Council.

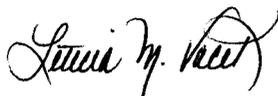
SECTION 3. This ordinance shall take effect February 26, 2006.

PASSED and APPROVED this 16th day of February, 2006.



PHIL HARDBERGER

ATTEST:


City Clerk

APPROVED AS TO FORM:


City Attorney

Agenda Voting Results

Name: 5.

Date: 02/16/06

Time: 11:37:38 AM

Vote Type: Multiple selection

Description: An Ordinance accepting the bids of various companies to provide the City with various types of commodities and services on an annual contract basis for FY 2006 for an estimated combined annual cost of \$154,635.00 including: audiobooks; HVAC maintenance at downtown buildings; and speaker microphones. [Presented by Janie B. Cantu, Director, Purchasing & General Services; Michael Armstrong, Assistant City Manager/Chief Information Officer]

Voter	Group	Status	Yes	No	Abstain
ROGER O. FLORES	DISTRICT 1		x		
SHEILA D. MCNEIL	DISTRICT 2	Not present			
ROLAND GUTIERREZ	DISTRICT 3				
RICHARD PEREZ	DISTRICT 4		x		
PATTI RADLE	DISTRICT 5		x		
DELICIA HERRERA	DISTRICT 6		x		
ELENA K. GUAJARDO	DISTRICT 7		x		
ART A. HALL	DISTRICT 8		x		
KEVIN A. WOLFF	DISTRICT 9		x		
CHIP HAASS	DISTRICT_10		x		
MAYOR PHIL HARDBERGER	MAYOR	Not present			

SECTION I
COUNCIL, FEBRUARY 16, 2006
SINGLE SOURCE BIDS

SECTION I: SINGLE SOURCE BIDS

The bids in this section are a single source of supply bids.

<u>COMMODITY</u>	<u>MBE</u>	<u>VENDOR</u>
1. AudioBooks A1045-06-AW Upon Award through 9-30-06		BBC Audiobooks America Entire Bid Est Amount \$24,000 annually

This contract will provide the City of San Antonio Library Department and Library branches with abridged and unabridged spoken word compact discs and audio cassettes.

CITY OF SAN ANTONIO
BID TABULATION

AUDIOBOOKS

BBC Audiobooks America
One Lafayette Road
PO Box 1450
Hampton, NH 03843-1450

DESCRIPTION

AUDIOBOOKS

ESTIMATED QUANTITY	1,500
ESTIMATED ANNUAL PRICE TOTAL	\$24,000.00
CONTRACT PERIOD	Upon Award thru September 30, 2006
DISCOUNT	25%
TERMS	Net 30

CONTRACT PERIOD – UPON AWARD THROUGH SEPTEMBER 30, 2006
DEPT. – LIBRARY
EST. COST - \$24,000.00

A1045-06-AW

AW/arw

This contract will provide abridged and unabridged spoken word compact discs and audiocassettes for the San Antonio Public Library and library branches. All spoken word audio books are recorded on compact discs and audiocassettes. Audio books will be available for use by library patrons for recreational listening and reading. Unabridged audio books will contain the entire content of the printed book. BBC Audiobooks America has exclusive rights with authors whose works they record. The cost for various products range from \$10 to \$130 for a single unit. This contract includes free shipping and handling.

CITY OF SAN ANTONIO

Interdepartmental Correspondence Sheet

TO: Andria Williams, Purchasing Department

FROM: Robert Beebe, Collection Development, Library

COPIES TO: File

SUBJECT: Request for an annual contract with BBC Audiobooks America – FY2005-2006

DATE: 12/20/05

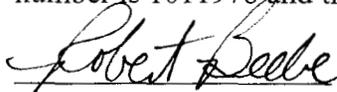
Attached to this memo are:

- “justification for sole source purchase” form
- “certificate of exemption from competitive bid or proposal requirements” form.
- sole source letters from Henry Pauly, Regional Rep. for BBC Audiobooks America.

BBC Audiobooks America has exclusive rights with the authors to record their books in unabridged library editions on cd and cassette. The Library recognizes BBC Audiobooks America as the sole source for the audio books on cd and cassette for which it has contracted with the authors and a line of DVD's.

The audio books are recordings of popular adult and children's books and will be used by the public for listening at home and in their automobiles. Unabridged recordings contain the entire content of the print book. The DVD's are primarily popular television series which have aired on PBS. The audio books and DVD's will be distributed to the Central Library, the 21 branches currently open and 1 additional branch scheduled to open in February 2006 (Maverick). Purchase requisition # 1000013284 has been created.

Estimated expenditures for Fiscal Year 2005-2006 will be \$24,000.00 with BBC Audiobooks America. The Library has received some audio books which are part of the Library's ongoing standing order program with BBC Audiobooks America. The vendor number is 1011978 and the purchase requisition number is 1000013284.



Robert Beebe
Collection Development Coordinator
phone: 207-2657
fax: 207-2653
email: rbeebe@sanantonio.gov

JUSTIFICATION FOR SOLE SOURCE PURCHASE

This questionnaire has been designed to assist Staff in relating information necessary in the processing of requisitions for sole source/sole brand purchases

Name, manufacturer and model number of item(s) to be purchased: audiobooks on cd and cassette; large print books

1. Source selections:

Sole Brand-available from more than one source

Sole Source-available from only one source

3. Name of source: BBC Audiobooks America

4. Brief description of research or other project for which items(s) will be used: The customers of the San Antonio Public Library are frequent users of audiobooks, especially customers with long commutes and those who have difficulties with print materials. The Library's customers have also requested DVD's of a number of PBS series which are offered by BBC Audiobooks America.

5. Performance functions proprietary to the item(s): Not applicable.

6. Why proprietary performance functions are necessary to accomplishment of research/project goals: Not applicable.

7. Will the item be used with existing equipment? Yes No

If yes - as a component to be interfaced with existing equipment Yes No

-give a brand and model number of existing equipment

_____ Yes No

-as an accessory or option

8. Will training be required? Yes No

If so, how much? _____

9. Name other sources whose products have been evaluated and why they do not meet requirements:

BBC Audiobooks America has exclusive rights with authors whose works they record and is the sole source for the unabridged library editions of the adult and children's audiobooks produced from these author's works. They are also the sole source for a line of DVD's primarily featuring television series which have aired on PBS.

Robert Beebe 12/22/05
Originator's Signature/Date

Aubrey D. George 12/22/05
Division's Authorized Signature/Date

Purchasing Authorized Signature/Date

If more space is needed, please attach additional page(s). (This form will be in effect for one year from date of purchasing authorized signature and must be attached to all requests for purchases.)

**CITY OF SAN ANTONIO
PURCHASING DEPARTMENT
CERTIFICATE OF EXEMPTION FROM
COMPETITIVE BID OR PROPOSAL REQUIREMENTS**

Date 12/20/2005

Chapter 252 of the Local Government Code requires that municipalities comply with the procedures established for competitive sealed bids or proposals, before entering into a contract requiring an expenditure in excess of \$25,000 except as specified below:

(Please check which exemption you are certifying)

- | | |
|---|---|
| <input type="checkbox"/> a procurement made because of a public calamity that requires funds to relieve the needs of the residents or to preserve city property | <input type="checkbox"/> paving, drainage, street widening and other public improvements or related matter where at least one-third of the costs are paid by special assessments |
| <input type="checkbox"/> a procurement to preserve or protect the public health or safety of the city's residents | <input type="checkbox"/> a public improvement project which has been authorized but for which there is deficiency of funds to complete in accordance with the plans as authorized |
| <input type="checkbox"/> a procurement necessary because of unforeseen damage to machinery, equipment or other property | <input type="checkbox"/> a payment under a contract by which a developer participates in the construction of a public improvement as provided by subchap. c, ch 212. |
| <input type="checkbox"/> a procurement for personal, professional or planning services | <input type="checkbox"/> personal property sold |
| <input type="checkbox"/> a procurement for work that is performed and paid for by the day as the work progresses | <input checked="" type="checkbox"/> services performed by blind or severely disabled persons |
| <input checked="" type="checkbox"/> a purchase of land or right-of-way | <input type="checkbox"/> goods purchased by a municipality for subsequent retail sale by the municipality |
| <input checked="" type="checkbox"/> a procurement of items available from only one source | <input type="checkbox"/> electricity |
| <input type="checkbox"/> a purchase of rare books, papers and other materials for a public library | |

This Certificate of Exemption is executed and filed with the Purchasing Department as follows:

1. The undersigned is authorized to approve an exemption.
2. An exemption according to Section 252.022 of the Local Government Code exists. More specifically, the following event has occurred:

Audiobooks on cd and cassette and DVD's of PBS series are popular formats with Library customers and purchases of these are needed to meet the high demand for these materials.

3. Because the exemption stated above exists, the City of San Antonio intends to contract with BBC Audiobooks America

which will cost approximately \$ \$24,000.00

Robert Beebe 12/22/05
Originator

Wesley W. George
Department Director Approval

City Manager or designee (signature for approval required only for ratification by City Council)

BBC Audiobooks America

Robert Beebe
San Antonio Public Library
600 Soledad
San Antonio, TX 78205

January 6, 2006

Dear Robert:

Thank you for your continued business with BBC Audiobooks America. Enclosed is your requested information regarding discounts and pricing information. Please let us know if you require any additional information.

San Antonio Public receives a 25% discount on Sound Library (British and American bestsellers) Standing Order Plan selections (both frontlist and backlist titles indicated as Standing Order Selections), plus free shipping and handling.

The library is currently receiving:

- one CSL4 plan (minimum of 4 cassette units/month)
- two SLD12 plans (minimum of 24 CD units/month)

You are invoiced on a monthly basis with payment terms of 30 days.

BBC Audiobooks America offers a wide range of products in adult audio, children's audio, DVD, print and read-a-long book and audio combination packages. Prices on our variety of products range from approximately \$10 to approximately \$130 for a single unit. Volume discounts for children's or DVD products are 10% for 10-19 units, 15% for 20-49 units and 25% for 50+ units (per catalog – no mixing between the lines). Print books receive up to a 15% discount based on a volume of 20 units or more. All lines are available through Standing Orders at a discount of 25% plus free shipping and handling.

In addition, as a Standing Order Customer San Antonio Public Library is entitled to periodic special discounted offers made available to BBC Audiobooks America's best customers.

My card is enclosed, if you have any questions, please do not hesitate to contact me.

Sincerely,


Michele Lee Cobb

B B C Audiobooks America

December 18, 2005

Robert Beebe
San Antonio Public Library
600 Soledad Street
San Antonio, TX 78205

Dear Robert,

BBC Audiobooks America is a Publisher/Distributor of unabridged audiobooks in library packaging for both adults and children. We also have available British and American radio collections and Read-Along print/audiobook combination packages. Our formats include audiocassettes, CDs and MP3-CDs. We are the sole source manufacturer, supplier and shipper for the complete collection of BBC Audiobooks America audiobook lines.

If you have any questions please do not hesitate to contact me.

Regards,



Henry Pauly

BBC Audiobooks America
42 Whitecap Drive
North Kingstown, RI. 02852

December 18, 2005

Robert Beebe
San Antonio Public Library
600 Soledad Street
San Antonio, TX 78205

Dear Robert,

BBC Audiobooks America is a Publisher/Distributor of unabridged audiobooks in library packaging for both adults and children. We also have available British and American radio collections and Read-Along print/audiobook combination packages. Our formats include audiocassettes, CDs and MP3-CDs. We are the sole source manufacturer, supplier and shipper for the complete collection of BBC Audiobooks America audiobook lines.

If you have any questions please do not hesitate to contact me.

Regards,

A handwritten signature in cursive script that reads "Henry Pauly".

Henry Pauly

SECTION II
COUNCIL, FEBRUARY 16, 2006
LOW BIDS

SECTION II: 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. HVAC Maintenance at Downtown Buildings A289-06-MR Upon Award through 1-31-07 With two one year options to extend	MBE	Air Jireh Service Entire Bid Est Amount \$51,880 annually

This contract will provide the City of San Antonio Asset Management Department with preventative maintenance on HVAC systems at 4 downtown buildings, City Hall, Municipal Plaza, Plaza De Armas and City Hall Annex

2. Speaker Microphones A1093-06-DS Upon Award through 12-31-06 With two one year options to extend		Stone Mountain, LTD Entire Bid Est Amount \$78,755 annually
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This contract will provide the City of San Antonio Fire and Police with lapel speaker microphones which will be attached to the employee's uniform. These units will provide monitoring and communications by radio.

City of San Antonio Bid Tabulation

MSSN

MLWN

MLWN

Opened: October 25, 2005					
For: Annual Contract for HVAC Maintenance at Downtown Buildings			Air Jireh Service	Siemens Building Technologies	Tezel & Cotter
A0289-06-MR			5122 Leon Hardt	12001 Network Blvd. #318	2730 Castroville Rd.
			San Antonio, TX 78233	San Antonio, TX 78249	San Antonio, TX 78237
Item	Description	QTY			
A	Service Locations				
1	City Hall	12 Months	\$500.00	\$727.00	\$656.00
	Sub Total		\$6,000.00	\$8,724.00	\$7,872.00
2	Municipal Plaza Building	12 Months	\$1,800.00	\$1,876.00	\$2,059.00
	Sub Total		\$21,600.00	\$22,512.00	\$24,708.00
3	Plaza De Armas	12 Months	\$590.00	\$1,806.00	\$646.00
	Sub Total		\$7,080.00	\$21,672.00	\$7,752.00
4	City Hall Annex	12 Months	\$700.00	\$778.00	\$678.00
	Sub Total		\$8,400.00	\$9,336.00	\$8,136.00
	A: Service Locations Total		\$43,080.00	\$62,244.00	\$48,468.00
B	Emergency Repair Labor				
1	Prime Time (8AM - 7PM / Mon - Sat)	100 Hours	\$60.00	\$68.00	\$74.00
	Sub Total		\$6,000.00	\$6,800.00	\$7,400.00
2	After Hours (7PM - 8AM / Mon - Sat)	20 Hours	\$80.00	\$102.00	\$102.00
	Sub Total		\$1,600.00	\$2,040.00	\$2,040.00
3	Sunday & Holiday Hours (All Hours)	10 Hours	\$120.00	\$136.00	\$136.00
	Sub Total		\$1,200.00	\$1,360.00	\$1,360.00
	B: Repair Labor Total		\$8,800.00	\$10,200.00	\$10,800.00
	Totals for A & B		\$51,880.00	\$72,444.00	\$59,268.00
	Terms		1% 10 Days	Net 30	Net 30
	Estimated Annual Award		\$51,880.00		

TERMS: Upon award until January 31, 2007 with 2 - 1 year extensions

CONTRACT AMOUNT: \$52k per year, \$156k with extensions