

KC:amt  
5/24/77

AN ORDINANCE **48091**

ACCEPTING THE LOW QUALIFIED BID OF JOHN A. ALBERT COMPANY TO FURNISH THE CITY OF SAN ANTONIO WITH A CLEANING CHILL WATER FAN AND COIL UNITS AT HEMISFAIR PLAZA FOR A NET TOTAL OF \$15,832.00.

\* \* \* \* \*

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

SECTION 1. The low qualified bid of John A. Albert Company to furnish the City of San Antonio with a Cleaning Chill Water Fan and Coil Units at Hemisfair Plaza, for a net total of \$15,832.00, is hereby accepted. A copy of the bid document is attached hereto and incorporated herein.

SECTION 2. Payment is authorized to be made from Hemisfair Plaza Organization No. 44-01-01, Object Code 02-139, Index No. 550699, and Fund 64.

PASSED AND APPROVED this 26<sup>th</sup> day of May, 1977.

*Henry Cisneros*

M A Y O R

**PRO TEM**

ATTEST: *Norma J. Rodriguez*  
Asst. City Clerk

**77-27**

APPROVED AS TO FORM: *Tom Finlay*  
City Attorney

APPROVED AS TO FUNDS: *Carl L. White*  
Director of Finances

(49)

DISTRIBUTION

AVIATION	
BUILDING & ZONING	
CITY WATER BOARD	
COMMERCIAL RECORDER	
COMMUNITY DEVELOPMENT	
CONVENTION BUREAU	
CONVENTION CENTER	
EQUAL EMPLOYMENT OPPORTUNITY	
FINANCE DIRECTOR	/
ASSESSOR	
BUDGET	/
CONTROLLER	/
TREASURY DIVISION	
FINANCE-GRANT SECTION	
INTERNAL AUDIT	
PROPERTY RECORDS	
FIRE CHIEF	
HEALTH DIRECTOR	
HEMISFAIR PLAZA	/
HUMAN RESOURCES	
LEGAL - CITY ATTORNEY	
BACK TAX ATTORNEY	
TRIAL SECTION	
LIBRARY DIRECTOR	
MANPOWER PROGRAM	
MARKET & PARKING	
MONITORING & EVALUATION	
MUNICIPAL COURTS	
PARKS & RECREATION DEPT.	
PERSONNEL DIRECTOR	/
PLANNING DEPARTMENT	
POLICE CHIEF	
PRESS ROOM	
PUBLIC INFORMATION	
PUBLIC WORKS DIRECTOR	/
ENGINEERING DIV.	
ENGINEERING - SEWERS	
PURCHASING	/
RIGHT OF WAY & LAND ACQUISITION	
TRAFFIC & TRANSPORTATION	

ITEM NO. 40  
 DATE: MAY 26 1977

MEETING OF THE CITY COUNCIL  
 MOTION BY: Phil Pyndus SECONDED BY: Steen

**48091**

ORD. NO. \_\_\_\_\_ ZONING CASE \_\_\_\_\_  
 RESOL. \_\_\_\_\_ PETITION \_\_\_\_\_

COUNCIL MEMBER	ROLL CALL	AYE	NAY
HENRY G. CISNEROS PLACE 1		✓	
JOE WEBB PLACE 2		✓	
HELEN DUTMER PLACE 3		✓	
FRANK D. WING PLACE 4		✓	
BERNARDO EURESTE PLACE 5		✓	
RUDY C. ORTIZ PLACE 6		✓	
JOE ALDERETE, JR. PLACE 7		✓	
PHIL PYNDUS PLACE 8		✓	
GLEN HARTMAN PLACE 9		✓	
JOHN STEEN PLACE 10		✓	
LILA COCKRELL PLACE 11 (MAYOR)		✓	

**77-27**

# CITY OF SAN ANTONIO

## Interdepartment Correspondence Sheet

TO: Legal Department

FROM: Director of Purchasing and Central Supply

COPIES TO: City Manager; Budget Officer; File

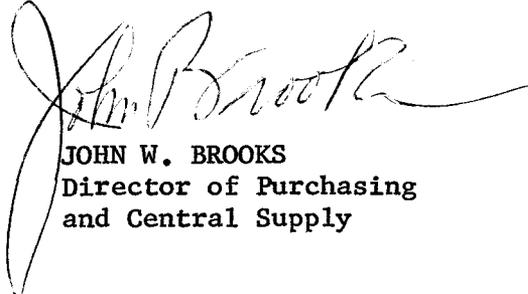
SUBJECT: Prepare Ordinance - Cleaning Chill Water Fan and Coil Units at HemisFair Plaza

Date May 23, 1977

It is requested that an ordinance be prepared accepting the low qualified bid of John A. Albert Company to furnish the City of San Antonio with Cleaning Chill Water Fan and Coil Units at HemisFair Plaza for a net total of \$15,832.00.

Payment is to be made from HemisFair Plaza Organization Number 44-01-01, Object Code 02-139, Index Number 550699 and Fund 64.

To be presented to Council on May 26, 1977.

  
JOHN W. BROOKS  
Director of Purchasing  
and Central Supply

JWB/em

*Handwritten notes and signatures at the bottom of the page, including the name "Ernie" and other illegible scribbles.*

# INVITATION, BID, AND AWARD

(Formal)

ISSUED BY: Director of Purchasing — City Hall City of San Antonio, San Antonio, Texas	DATE ISSUED: April 21, 1977	PAGE NO. 1	NO. OF PAGES 3
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## INVITATION FOR BIDS

ACCOUNT NO. (S) 44-01-01	REQN. NO. (S) 3
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Sealed bids in Triplicate, subject to the Terms and Conditions of this Invitation for Bids and the accompanying Schedule, such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Schedule, will be received at the office of the City Clerk, City Hall, San Antonio, Texas until 2:00 p.m., Central Time May 10, 1977 and at that time publicly opened, for furnishing the supplies or services described in the accompanying Schedule. Performance deposit in the amount of 10 % of the total amount of the bid shall be furnished by the successful bidder. Re Par. 11 of Terms and Conditions.

*General information and instructions to bidders are contained in the terms and conditions on the reverse hereof.*

### SCHEDULE

CLEANING CHILL WATER  
FAN AND COIL  
UNITS AT HEMISFAIR PLAZA

GENERAL:

The City of San Antonio requires the services of a contractor to furnish labor and material to perform cleaning of fans and cooling coils in chill water fan and coil units, Hemisfair Plaza Area.

Involved are twenty-two (22) separate buildings, with a total of ninety-two (92) fan and coil units.

SPECIFICATIONS:

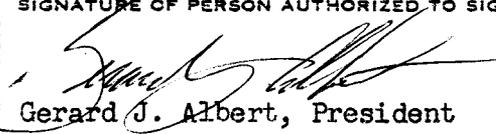
1. Fan and coil units are to be thoroughly cleaned using high pressure wash equipment appropriate chemical solution. Contractor shall insure that intake and exhaust sides of coil unit are properly cleaned. INHIBITED ACID TYPE CLEANERS ARE NOT ACCEPTABLE.
2. Contractor shall take all appropriate precautions to prevent damage to ceiling or surrounding structure from cleaning solution being used during cleaning process. Damages that are a result of contractors failure to observe precautionary measures to prevent damage will require repair or replacement at contractors expense.

In compliance with the above, the undersigned offers and agrees to furnish any or all of the items or services enumerated and upon which prices are quoted at the unit price set opposite each item, delivered at the designated point(s) within the time specified.

**BIDDER MUST COMPLETE FOLLOWING:**

Discount terms: None % \_\_\_\_\_ days.  Bidding on ~~all or none~~ basis  Bidding on low item basis.

Delivery will be completed within 120 calendar days after acceptance by City Council.

NAME AND ADDRESS OF BIDDER: JOHN A. ALBERT COMPANY 2425 BROADWAY SAN ANTONIO, TEXAS 78215	SIGNATURE OF PERSON AUTHORIZED TO SIGN BID:  Gerard J. Albert, President	DATE OF BID: MAY 10, 1977
BIDDER TO INDICATE STATUS, AS TO: "PARTNERSHIP"; "CORPORATION"; "SOLE PROPRIETORSHIP", ETC. CORPORATION	TYPE OR PRINT SIGNER'S NAME, TITLE AND PHONE NUMBER. Gerard J. Albert, President 226-7168	

### AWARD

ACCEPTED AS TO ITEMS NUMBERED:	DATE OF AWARD	AMOUNT \$
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CITY OF SAN ANTONIO

# TERMS AND CONDITIONS OF INVITATIONS FOR BIDS

*Read Carefully*

## 1. GENERAL CONDITIONS

Bidders are required to submit their proposals upon the following express conditions:

- (a) Bidders shall thoroughly examine the drawings, specifications, schedule, instructions and all other contract documents.
- (b) Bidders shall make all investigations necessary to thoroughly inform themselves regarding plant and facilities for delivery of material and equipment as required by the bid conditions. No plea of ignorance by the bidder of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the vendor.
- (c) Bidders are advised that all City contracts are subject to all legal requirements provided for in the City Charter and/or applicable City Ordinances, state and federal statutes.

## 2. PREPARATION OF BIDS

Bids will be prepared in accordance with the following:

- (a) All information required by the bid form shall be furnished. The bidder shall print or type his name and manually sign the schedule and each continuation sheet on which an entry is made.
- (b) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.
- (c) Alternate bids will not be considered unless authorized by the Invitation For Bids.
- (d) Proposed delivery time must be shown and shall include Sundays and holidays.
- (e) Bidders will not include federal taxes nor State of Texas limited sales excise and use taxes in bid prices since the City of San Antonio is exempt from payment of such taxes. An exemption certificate will be signed where applicable upon request.

## 3. DESCRIPTION OF SUPPLIES

Any catalog or manufacturer's reference used in describing an item is merely descriptive, and not restrictive, unless otherwise noted, and is used only to indicate type and quality of material. Bidders are required to state exactly what they intend to furnish, otherwise they shall be required to furnish the items as specified.

## 4. SUBMISSION OF BIDS

- (a) Bids and changes thereto shall be enclosed in sealed envelopes addressed to the City Clerk, City of San Antonio. The name and address of bidder, the date and hour of the bid opening and the material or services bid on shall be placed on the outside of the envelope.
- (b) Bids must be submitted on the forms furnished. Telegraphic bids will not be considered. Bids, however, may be modified by telegraphic notice provided such notice is received prior to the time and date set for the bid opening.
- (c) Samples, when required, must be submitted within the time specified, at no expense to the City of San Antonio. If not destroyed or used up during testing, samples will be returned upon request at the bidder's expense.

## 5. REJECTION OF BIDS

- (a) The City may reject a bid if:
  1. The bidder misstates or conceals any material fact in the bid, or if,
  2. The bid does not strictly conform to the law or the requirements of the bid, or if,
  3. The bid is conditional, except that the bidder may qualify his bid for acceptance by the City on an "All or None" basis or a "low Item" basis. An "All or None" basis bid must include all items upon which bids are invited.
- (b) In the event that a bidder is or subsequently becomes delinquent in the payment of his or its City taxes, including state and local sales taxes, such fact shall constitute grounds for rejection of the bid, or if awarded the bid, for cancellation of the contract. However, the City reserves the right to deduct any delinquent taxes from payments that the City may owe to the delinquent bidder as a result of such contract.
- (c) No bid submitted herein shall be considered unless the bidder warrants that upon execution of a contract with the City of San Antonio, he will not engage in employment practices which have the effect of discriminating against employees or prospective employees because of race, color, sex, creed, or national origin and will submit such reports as the City may thereafter require to assure compliance.
- (d) The City may, however, reject all bids whenever it is deemed in the best interest of the City to do so, and may reject any part of a bid unless the bid has been qualified as provided in 5 (a) 3 above. The City may also waive any minor informalities or irregularities in any bid.

## 6. WITHDRAWAL OF BIDS

Bids may not be withdrawn after the time set for the bid opening, unless approved by the City Council.

## 7. LATE BIDS OR MODIFICATIONS

Bids and modifications received after the time set for the bid opening will not be considered.

## 8. CLARIFICATION OR OBJECTION TO BID SPECIFICATIONS

If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of the specifications, or other bid documents or any part thereof, he may submit to the City Director of Purchasing on or before five days prior to scheduled opening a request for clarification. All such requests for information shall be made in writing and the person submitting the request will be responsible for its prompt delivery. Any interpretation of the bid, if made, will be made only by Addendum duly issued. A copy of such Addendum will be mailed or delivered to each person receiving a set of bids. The City will not be responsible for any other explanation or interpretation of the proposed bid made or given prior to the award of the contract. Any objections to the specifications and requirements as set forth in this bid must be filed in writing with the Director of Purchasing on or before five days prior to scheduled opening.

## 9. DISCOUNTS

- (a) Prompt payment discounts will be considered in making the award provided the period of the discount offered is sufficient to permit payment within such period in the regular course of business.
- (b) In connection with any discount offered, time will be computed from the date of receipt of supplies or services or from the date a correct invoice is received, whichever is the later date. Payment is deemed to be made on the date of mailing of the check.

## 10. AWARD OF CONTRACT

- (a) The contract will be awarded to the lowest responsible bidder whose bid, conforming to the Invitation For Bids, is most advantageous to the City, price and other factors considered.
- (b) The City reserves the right to accept any item or group of items of this bid, unless the bidder qualifies his bid by specific limitations. See Par. 5 (a) 3 above.
- (c) A written award of acceptance (manifested by a City Ordinance) mailed or otherwise furnished to the successful bidder results in a binding contract without further action by either party.
- (d) Prices must be quoted f.o.b. San Antonio with all transportation charges prepaid, unless otherwise specified in the Invitation for Bids.
- (e) Delivery time and prompt payment discounts, including time allowed for payment, will be considered in breaking of tie bids.

## 11. PERFORMANCE DEPOSIT

- (a) The successful bidder(s) must furnish the City of San Antonio with a performance deposit in the amount set forth in the Invitation For Bids. This deposit is not to be submitted with bid, but must be presented to the Purchasing Department upon notification.
- (b) The City of San Antonio will not enter into a contract or issue a purchase order until the successful bidder has complied with the performance deposit provisions.
- (c) The performance deposit shall be in the form of a certified check upon a State or National Bank or Trust Company, or a check on such bank or trust company signed by a duly authorized officer thereof, or a certificate of deposit from such bank or trust company. All such checks and certificates of deposit shall be drawn payable to the order of the City of San Antonio.
- (d) The performance deposit of the successful bidder(s) shall be returned by the City upon completion of the contract and final acceptance of all items in accordance with conditions thereof.
- (e) Failure of vendor to perform any of the services required by this contract within ten days of receipt of written demand for performance from City, or failure of vendor to correct or replace defective goods or products within ten days from receipt of written demand therefor, shall constitute a total breach of this contract, and shall cause this contract to terminate. In the event of such termination the performance deposit shall be retained by the City of San Antonio as liquidated damages, based upon mutual agreement and understanding between vendor and City at the times this bid is solicited, submitted and accepted, that the City of San Antonio is a governmental agency engaged in public projects, and that the measurement of damages which might result from a breach of the terms and specifications herein is difficult or impossible to determine. Provided, however, that if in the opinion of the Director of Purchasing and the City Manager, the failure of vendor to perform the conditions of this contract is occasioned by or is the result of acts or events over which the vendor has no control, said performance deposit may in whole or in part, as may be determined by the Director of Purchasing and the City Manager, be returned to the vendor without action by the City Council of the City of San Antonio. It is understood that such determination shall be entirely discretionary with the Director of Purchasing and the City Manager.

## CLEANING CHILL WATER FAN AND COIL UNITS AT HEMISFAIR PLAZA

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3

3. Any pre-existing damage to ceilings or structure, noted prior to start of cleaning process, shall be reported to, inspected by and annotated by Mr. Hess, Supervisor, Hemisfair Plaza Maintenance.
4. It shall be the contractor's responsibility to perform all necessary work to gain access to fan and coil units, such as cutting thru ceiling, removal of panels on units, or other necessary requirements to gain access. All areas that have been removed or cut must be replaced or repaired and returned to original condition.
5. After completion of cleaning process, fins on coil units that are bent or flattened, shall be combed and straightend by contractor. PRIOR TO CLOSING OF WORK AREA, CONTRACTOR WILL HAVE COIL UNITS INSPECTED BY MR. HESS, HEMISFAIR PLAZA MAINTENANCE.
6. Upon completion of cleaning process in each building, contractor shall furnish and install appropriate size throw away type filter. All USABLE FILTERS that have been removed will be left with tenant of building. Each air conditioning system will be activated and thoroughly checked for proper operation, to include check of three way valve. Any deficiencies noted shall be submitted in writing to Mr. Hess, Supervisor, Hemisfair Plaza Maintenance.
7. Contractor shall advise Mr. Hess, Supervisor Hemisfair Plaza Maintenance, phone number 225-1969, upon completion of necessary work on each building. Inspection and acceptance of completed work will be accomplished at that time.
8. It is recommended that prospective bidders inspect all buildings prior to submitting, bid, to ascertain locations and requirements necessary to gain access to fan and coil units. To gain access to buildings for inspection, contact Mr. Hess at 225-1969.

BID:

<u>BUILDING NUMBER &amp; TENANT</u>	<u>COILS PER BLDG.</u>	<u>NO. OF FILTERS</u>	<u>PRICE</u>
401 - Villa Fontana	2	12	\$ <u>622.00</u>
606 - Hayes Productions	2	19	\$ <u>410.00</u>
538 - Plaza Admin. Office	3	12	\$ <u>647.00</u>
533 - E.M. Steak House	3	9	\$ <u>685.00</u>
337 - American Issue Form	2	11	\$ <u>260.00</u>
336 - Park Rangers	2	6	\$ <u>462.00</u>
329-332 - Mexican American Cult.	4	21	\$ <u>857.00</u>
326-328 - University of Mexico	8	16	\$ <u>1709.00</u>
324-325 - University of Mexico	7	16	\$ <u>767.00</u>
250 - Vacant	3	9	\$ <u>476.00</u>
201 - Vacant	6	28	\$ <u>808.00</u>
235 - City Planning Dept.	2	8	\$ <u>301.00</u>
308 - Funhouse U.S.A.	2	9	\$ <u>396.00</u>
226-233 - U.S.O.	9	27	\$ <u>1488.00</u>

NAME OF BIDDER OR CONTRACTOR

SIGNATURE OF PERSON AUTHORIZED TO SIGN BID:

DATE OF BID:

SIGNED

May 10,  
1977

CLEANING CHILL WATER FAN AND COIL UNITS AT HEMISFAIR PLAZA

BID:

300 - Melodrama Theatre	7	12	\$ <u>1229.00</u>
301 - Helen Johnson Gallery	2	4	\$ <u>319.00</u>
333-335 - University of Mexico	15	34	\$ <u>2300.00</u>
234 - Casa San Miguel	2	6	\$ <u>392.00</u>
805 - City Testing Lab	1	6	\$ <u>173.00</u>
248-249 - Human Resources	6	16	\$ <u>1002.00</u>
204 - University of Mexico	1	3	\$ <u>169.00</u>
448-449 - Texas Hispanic Unst.	3	20	\$ <u>350.00</u>
		TOTAL	\$ <u>15,832.00</u>

NOTE: Award will be made to one bidder only.

ADDRESS ENVELOPE:

City Clerk  
P.O. Box 9066  
San Antonio, Texas 78285

MARK ENVELOPE:

"BID TO CLEAN CHILL WATER FANS & COIL UNITS"  
BIDS TO BE OPENED : 2:00 P.M., May 10, 1977

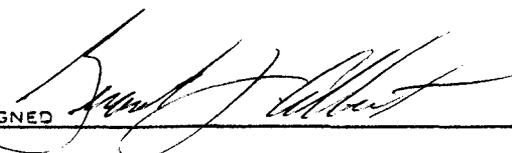
REMARKS:

NAME OF BIDDER OR CONTRACTOR

SIGNATURE OF PERSON AUTHORIZED TO SIGN BID:

DATE OF BID:

SIGNED



May 10  
1977

# INVITATION, BID, AND AWARD

(Formal)

ISSUED BY: Director of Purchasing — City Hall City of San Antonio, San Antonio, Texas	DATE ISSUED: April 21, 1977	PAGE NO. 1	NO. OF PAGES 3
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## INVITATION FOR BIDS

ACCOUNT NO. (S) 44-01-01	REQN. NO. (S) 3
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*General information and instructions to bidders are contained in the terms and conditions on the reverse hereof.*

### SCHEDULE

#### CLEANING CHILL WATER FAN AND COIL UNITS AT HEMISFAIR PLAZA

GENERAL:

The City of San Antonio requires the services of a contractor to furnish labor and material to perform cleaning of fans and cooling coils in chill water fan and coil units, Hemisfair Plaza Area.

Involved are twenty-two (22) separate buildings, with a total of ninety-two (92) fan and coil units.

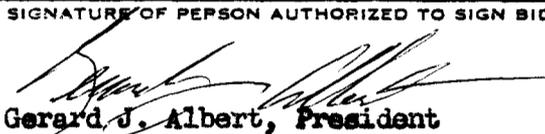
SPECIFICATIONS:

1. Fan and coil units are to be thoroughly cleaned using high pressure wash equipment appropriate chemical solution. Contractor shall insure that intake and exhaust sides of coil unit are properly cleaned. INHIBITED ACID TYPE CLEANERS ARE NOT ACCEPTABLE.
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**BIDDER MUST COMPLETE FOLLOWING:**

Discount terms: None % \_\_\_\_\_ days.  Bidding on unit or non-unit basis.  Bidding on low item basis.  
 Delivery will be completed within 120 calendar days after acceptance by City Council.

NAME AND ADDRESS OF BIDDER: <b>JOHN A. ALBERT COMPANY</b> 2425 BROADWAY SAN ANTONIO, TEXAS 78215	SIGNATURE OF PERSON AUTHORIZED TO SIGN BID:  Gerard J. Albert, President	DATE OF BID: MAY 10, 1977
BIDDER TO INDICATE STATUS, AS TO: "PARTNERSHIP"; "CORPORATION"; "SOLE PROPRIETORSHIP", ETC.  CORPORATION	TYPE OR PRINT SIGNER'S NAME, TITLE AND PHONE NUMBER. Gerard J. Albert, President 226-7168	

### AWARD

ACCEPTED AS TO ITEMS NUMBERED:	DATE OF AWARD	AMOUNT \$
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CITY OF SAN ANTONIO

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  2. The bid does not strictly conform to the law or the requirements of the bid, or if,
  3. The bid is conditional, except that the bidder may qualify his bid for acceptance by the City on an "All or None" basis or a "low Item" basis. An "All or None" basis bid must include all items upon which bids are invited.
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- (c) No bid submitted herein shall be considered unless the bidder warrants that upon execution of a contract with the City of San Antonio, he will not engage in employment practices which have the effect of discriminating against employees or prospective employees because of race, color, sex, creed, or national origin and will submit such reports as the City may thereafter require to assure compliance.
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### 6. WITHDRAWAL OF BIDS

Bids may not be withdrawn after the time set for the bid opening, unless approved by the City Council.

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### 9. DISCOUNTS

- (a) Prompt payment discounts will be considered in making the award provided the period of the discount offered is sufficient to permit payment within such period in the regular course of business.
- (b) In connection with any discount offered, time will be computed from the date of receipt of supplies or services or from the date a correct invoice is received, whichever is the later date. Payment is deemed to be made on the date of mailing of the check.

### 10. AWARD OF CONTRACT

- (a) The contract will be awarded to the lowest responsible bidder whose bid, conforming to the Invitation For Bids, is most advantageous to the City, price and other factors considered.
- (b) The City reserves the right to accept any item or group of items of this bid, unless the bidder qualifies his bid by specific limitations. Re Par. 5 (a) 3 above.
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- (d) Prices must be quoted f.o.b. San Antonio with all transportation charges prepaid, unless otherwise specified in the Invitation for Bids.
- (e) Delivery time and prompt payment discounts, including time allowed for payment, will be considered in breaking of tie bids.

### 11. PERFORMANCE DEPOSIT

- (a) The successful bidder(s) must furnish the City of San Antonio with a performance deposit in the amount set forth in the Invitation For Bids. This deposit is not to be submitted with bid, but must be presented to the Purchasing Department upon notification.
- (b) The City of San Antonio will not enter into a contract or issue a purchase order until the successful bidder has complied with the performance deposit provisions.
- (c) The performance deposit shall be in the form of a certified check upon a State or National Bank or Trust Company, or a check on such bank or trust company signed by a duly authorized officer thereof, or a certificate of deposit from such bank or trust company. All such checks and certificates of deposit shall be drawn payable to the order of the City of San Antonio.
- (d) The performance deposit of the successful bidder(s) shall be returned by the City upon completion of the contract and final acceptance of all items in accordance with conditions thereof.
- (e) Failure of vendor to perform any of the services required by this contract within ten days of receipt of written demand for performance from City, or failure of vendor to correct or replace defective goods or products within ten days from receipt of written demand therefor, shall constitute a total breach of this contract, and shall cause this contract to terminate. In the event of such termination the performance deposit shall be retained by the City of San Antonio as liquidated damages, based upon mutual agreement and understanding between vendor and City at the times this bid is solicited, submitted and accepted, that the City of San Antonio is a governmental agency engaged in public projects, and that the measurement of damages which might result from a breach of the terms and specifications herein is difficult or impossible to determine. Provided, however, that if in the opinion of the Director of Purchasing and the City Manager, the failure of vendor to perform the conditions of this contract is occasioned by or is the result of acts or events over which the vendor has no control, said performance deposit may in whole or in part, as may be determined by the Director of Purchasing and the City Manager, be returned to the vendor without action by the City Council of the City of San Antonio. It is understood that such determination shall be entirely discretionary with the Director of Purchasing and the City Manager.

## CLEANING CHILL WATER FAN AND COIL UNITS AT HEMISFAIR PLAZA

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3. Any pre-existing damage to ceilings or structure, noted prior to start of cleaning process, shall be reported to, inspected by and annotated by Mr. Hess, Supervisor, Hemisfair Plaza Maintenance.
4. It shall be the contractor's responsibility to perform all necessary work to gain access to fan and coil units, such as cutting thru ceiling, removal of panels on units, or other necessary requirements to gain access. All areas that have been removed or cut must be replaced or repaired and returned to original condition.
5. After completion of cleaning process, fins on coil units that are bent or flattened, shall be combed and straightend by contractor. PRIOR TO CLOSING OF WORK AREA, CONTRACTOR WILL HAVE COIL UNITS INSPECTED BY MR. HESS, HEMISFAIR PLAZA MAINTENANCE.
6. Upon completion of cleaning process in each building, contractor shall furnish and install appropriate size throw away type filter. All USABLE FILTERS that have been removed will be left with tenant of building. Each air conditioning system will be activated and thoroughly checked for proper operation, to include check of three way valve. Any deficiencies noted shall be submitted in writing to Mr. Hess, Supervisor, Hemisfair Plaza Maintenance.
7. Contractor shall advise Mr. Hess, Supervisor Hemisfair Plaza Maintenance, phone number 225-1969, upon completion of necessary work on each building. Inspection and acceptance of completed work will be accomplished at that time.
8. It is recommended that prospective bidders inspect all buildings prior to submitting, bid, to ascertain locations and requirements necessary to gain access to fan and coil units. To gain access to buildings for inspection, contact Mr. Hess at 225-1969.

BID:

<u>BUILDING NUMBER &amp; TENANT</u>	<u>COILS PER BLDG.</u>	<u>NO. OF FILTERS</u>	<u>PRICE</u>
401 - Villa Fontana	2	12	\$ <u>622.00</u>
606 - Hayes Productions	2	19	\$ <u>410.00</u>
538 - Plaza Admin. Office	3	12	\$ <u>647.00</u>
533 - E.M. Steak House	3	9	\$ <u>585.00</u>
337 - American Issue Form	2	11	\$ <u>260.00</u>
336 - Park Rangers	2	6	\$ <u>462.00</u>
329-332 - Mexican American Cult.	4	21	\$ <u>857.00</u>
326-328 - University of Mexico	8	16	\$ <u>1709.00</u>
324-325 - University of Mexico	7	16	\$ <u>767.00</u>
250 - Vacant	3	9	\$ <u>476.00</u>
201 - Vacant	6	28	\$ <u>808.00</u>
235 - City Planning Dept.	2	8	\$ <u>301.00</u>
308 - Funhouse U.S.A.	2	9	\$ <u>396.00</u>
226-233 - U.S.O.	9	27	\$ <u>1488.00</u>

NAME OF BIDDER OR CONTRACTOR

SIGNATURE OF PERSON AUTHORIZED TO SIGN BID:

DATE OF BID:

SIGNED

May 10  
1977

CLEANING CHILL WATER FAN AND COIL UNITS AT HEMISFAIR PLAZA

BID:

300 - Melodrama Theatre	7	12	\$ <u>1229.00</u>
301 - Helen Johnson Gallery	2	4	\$ <u>319.00</u>
333-335 - University of Mexico	15	34	\$ <u>2300.00</u>
234 - Casa San Miguel	2	6	\$ <u>392.00</u>
805 - City Testing Lab	1	6	\$ <u>173.00</u>
248-249 - Human Resources	6	16	\$ <u>1002.00</u>
204 - University of Mexico	1	3	\$ <u>169.00</u>
448-449 - Texas Hispanic Unst.	3	20	\$ <u>350.00</u>
		TOTAL	\$ <u>15,832.00</u>

NOTE: Award will be made to one bidder only.

ADDRESS ENVELOPE:

City Clerk  
P.O. Box 9066  
San Antonio, Texas 78285

MARK ENVELOPE:

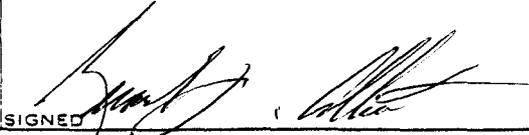
"BID TO CLEAN CHILL WATER FANS & COIL UNITS"  
BIDS TO BE OPENED : 2:00 P.M., May 10, 1977

REMARKS:

NAME OF BIDDER OR CONTRACTOR

SIGNATURE OF PERSON AUTHORIZED TO SIGN BID:

DATE OF BID:

SIGNED  

May 10  
1977

# CITY OF SAN ANTONIO

## Interdepartment Correspondence Sheet

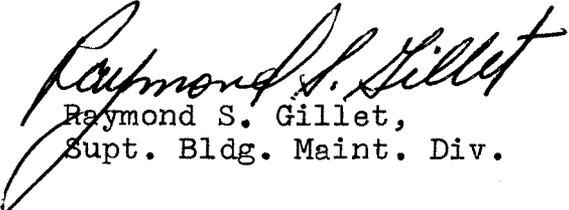
TO: John Brooks - Director of Purchasing Dept.  
FROM: Raymond S. Gillet - Supt. Bldg. Maint Division  
COPIES TO: Bill Holtzinger, Public Works & File  
SUBJECT: Servicing Air Conditioning equipment - HemisFair Plaza

Date May 20, 1977

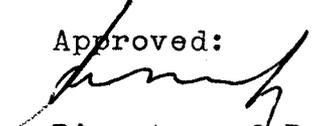
It has been determined, by Fred Bielke - Chief Heating and Air Conditioning inspector and Mr. George Vann - Department head, that in order to perform the work called for in formal bid for air conditioning work in buildings at HemisFair Plaza, the successful bidder would be required to have a heating and air conditioning license.

The low bidder, Sermac of South Texas, Inc., does not carry a license and is therefore being disqualified.

I recommend that you accept the next lowest qualified bidder, John A. Albert Co. for this project.

  
Raymond S. Gillet,  
Supt. Bldg. Maint. Div.

Approved:

  
Director of Public Works