

**HIGH PROFILE CONTRACT COUNCIL COMMITTEE  
MEETING MINUTES  
TUESDAY, JUNE 23, 2015  
3:30 PM  
MEDIA BRIEFING ROOM, CITY HALL**

<b>Members Present:</b>	Councilmember Mike Gallagher, <i>Chair, District 10</i> Councilmember Alan E. Warrick II, <i>District 2</i> Councilmember Rebecca Viagran, <i>District 3</i> Councilmember Ray Lopez, <i>District 6</i>
<b>Members Absent:</b>	Councilmember Cris Medina, <i>District 7</i>
<b>Staff Present:</b>	Erik Walsh, <i>Deputy City Manager</i> ; Kevin Barthold, <i>City Auditor</i> ; Ben Gorzell, <i>Chief Financial Officer</i> ; Xavier Urrutia, <i>Interim Assistant City Manager</i> ; Anthony Treviño, <i>Interim Police Chief</i> ; Melody Woosley, <i>Director of Human Services</i> ; Hugh Miller, <i>Director of ITSD</i> ; Edward Gonzales, <i>Assistant Director of Human Services</i> ; Tony Muro, <i>SAPD</i> ; Geraldine J. Garcia, <i>SAPD</i> ; Mario Rodriguez, <i>Manager, ITSD</i> ; Marisela Flores, <i>Analyst, Finance</i> ; Melissa G. Castillo, <i>Executive Assistant</i> ; Rebecca De La Garza, <i>Executive Assistant</i> ; Alexander J. Pytel, <i>Office of the City Clerk</i>
<b>Others Present:</b>	Robert M. Adelman, <i>Bexar County Sheriff's Office</i> ; Larry Mixon, <i>VIA</i> ; David Moss, <i>Harris</i> ; CJ Hijazi, <i>DWC</i> ; Anna Solis, <i>DWC</i>

**1. Approval of the Minutes from the May 12, 2015 Meeting of the High Profile Contract Council Committee**

Councilmember Viagran moved to approve the Minutes from the May 12, 2015 Meeting of the High Profile Contract Council Committee. Councilmember Lopez seconded the motion. The motion carried unanimously by those present.

**Individual High Profile Contract Initiatives for Consideration:**

**Post-Solicitation Briefings:**

**2. Rural Child Care Management Services [DHS]**

Ms. Melody Woosley reported that the Department of Human Services is the grantee for the Federal Child Care Subsidy Program in Bexar County and the 11 surrounding counties that make up the Workforce Development Area. She stated that a Request for Proposals (RFP) was issued in March 2015 to procure management services for the rural areas of the program and the total contract was valued at \$2.6 million. She added that the current contract expires September 30, 2015 and that the current contractor has opted not to renew. She highlighted the following Project Timeline:

- Pre-Solicitation Briefing on March 24, 2015

- Release of the RFP on April 7, 2015
- Pre-Submittal Conference on April 16, 2015
- Deadline for questions on April 23, 2015
- RFP due date of May 11, 2015
- City Council Consideration on September 3, 2015
- Contract start date of October 1, 2015

Ms. Woosley stated that the City of San Antonio has managed the Child Care Services Program for 23 years. She noted that the Texas Workforce Commission passed the Federal Child Care Development Block Grant Subsidy to the City through the Workforce Development Board and that the Program serves approximately 9,000 children daily as well as 680 childcare providers in the region. She indicated that children qualified for the Program if their parents were income eligible and were in the workforce, training, or going to college. She reported that children may also qualify for services if they are in Child Protective Care Services and that outreach is provided to rural areas. She detailed the Evaluation Criteria:

- Experience & Qualifications (40 points)
- Proposed Plan (40 points)
- Pricing (20 points)

Ms. Woosley noted that SBEDA Requirements were waived due to the lack of availability of the appropriate contractors and that the current contractor does not subcontract services due to minimal subcontracting opportunities. She added that Local Preference, Veteran Owned Small Business Preference, and Audited Financial Statements were not applicable or required for this solicitation. She highlighted the Evaluation Committee Members and stated that the Evaluation Committee reached a consensus regarding Vendor A primarily due to the pricing and proposed project plan.

Mr. Troy Elliott reported that the Due Diligence Review revealed no issues that would prevent the award to the selected respondent.

Mr. Kevin Barthold noted that no issues were identified in internal audits.

Councilmember Viagran moved to forward said item to the full City Council for consideration. Councilmember Lopez seconded the motion. The motion carried unanimously by those present.

### **3. A Briefing on the Upgrade and Enhancement Capabilities of the Public Safety Regional Radio System [Hugh Miller, Chief Technology Officer, Information Technology Services]**

Councilmember Warrick entered the meeting at this time.

Mr. Hugh Miller reported that approximately two years ago, the City began a process to build a solicitation to replace the current radio system and that one of the primary reasons was that the system would not be supported due to a Federal Mandate to be compliant with the P25 method of changing frequencies. He noted that in October of 2014, the Federal Government withdrew that

mandate and that the manufacturer offered to support the current radio system until 2022. He stated that the City examined what core components were needed and that enhancements were required for areas of coverage including tower maintenance.

Mr. Troy Elliott stated that the Purchasing Division of the Finance Department had assisted in identifying the best procurement methods to ensure competitive pricing. He reported that meetings with Public Safety and Information Technology Services Departments identified the key requirements of the proposed solicitation including the purchase of new radios and hardware compatible with proprietary type technology. He explained new options to facilitate a competitive solicitation process including capital purchases which included approximately 4,000 radios, simulcast expansion and backup radio switches with dual simulcast, upgrades to 40 Fire and Police consoles at Dispatch Centers, UPS Systems, HVAC Units, and upgrades to IT Infrastructure as well as radio system and infrastructure maintenance and support.

He highlighted two possible options: procurement through the Houston Galveston Area Council Co-operative which offers Harris Radio Systems using the Enhanced Digital Access Communication System (EDACS) Technology or the issuance of an Invitation for Bid. He explained that the Houston Galveston Area Council Co-operative has a variety of radio systems technology available for procurement and offers a 36% total discount. He noted that the Invitation for Bid solicitation process would help ensure that procured equipment is EDACS compliant and allow for a broader vendor response, ensuring that the City is receiving the most cost effective option.

Mr. Erik Walsh reported that the joint recommendation from Public Safety Staff was to replace handsets and some of the existing infrastructure as well as the current radio system. He explained that an RFP could be issued for the procurement of a new system in 2018 with the current system being utilized through 2021. He noted that the current vendor has guaranteed maintenance on the existing radio system through 2022 and added that the new radio handsets will be able to utilize whatever system is in place going forward.

Councilmember Lopez expressed concern with a \$17 million procurement that was single source and noncompetitive. Mr. Elliott responded that an Invitation for Bid would enable the City to establish specific requirements, allow for pricing competition among vendors, and procure the necessary software. He added that the option remains to go back and compare against co-op pricing to validate the best cost. Mr. Walsh noted that it had been done years before with the procurement of automated garbage trucks. Mr. Ben Gorzell cited a recent purchase of fire trucks as a procurement made using co-ops. He added that this particular co-op has a number of radio providers and would allow the City to procure what is needed immediately with a later anticipated procurement in 2018. He reported that the majority of radios currently being utilized were approximately 10 years old and reaching the end of their life cycles. Councilmember Lopez asked if the proposed new radios would be compatible with future infrastructure. Mr. Gorzell confirmed that the new radios would be compatible.

Councilmember Lopez stated the importance of Due Diligence Review in achieving optimal pricing for the procurement. Mr. Miller noted that the solicitation process and deployment of the

new system would take a significant amount of time, estimated to be between 30 and 40 months, whereas the necessity for new radios was immediate. He noted the Public Safety concern that the procurement duration time would not meet operational demands.

Councilmember Viagran cited the discounts offered by co-ops and noted the importance of casting a wider net to ensure that the City is receiving the best pricing and procuring the necessary technology in the most transparent and efficient way possible. Mr. Gorzell noted that the period of deployment was in addition to the solicitation process and that it was important to ensure that the necessary radios were procured as soon as possible. He added that the current infrastructure still has life and would not need to be upgraded immediately. He stated that a major challenge is that only certain radios work with the current system and commented that a co-op provides the vehicle for procurement. He explained that testing, solicitation, selection, and deployment of the new system would take a significant amount of time, whereas the recommendation addresses the older handsets quickly, eliminates some of the risk associated with procurement of a new system, and satisfies immediate needs.

Councilmember Warrick recognized the needs of Public Safety and the importance of an open discussion of the issue.

Chairman Gallagher noted that most Committee Members were leaning toward a full solicitation process. He stated that it was important not to preclude any procurement options and that the Committee would opt for a more thorough vetting of the issue by the Public Safety Committee.

## **Adjourn**

There being no further discussion, the meeting was adjourned at 4:09 p.m.

*Respectfully Submitted,*

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*Mike Gallagher, Chair*

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*Alexander J. Pytel,  
Office of the City Clerk*