

CITY OF SAN ANTONIO
FINANCE DEPARTMENT
Interdepartmental Correspondence

TO: Sheryl Sculley, City Manager

FROM: Troy Elliott, CPA, Finance Director
Kevin Barthold, City Auditor

COPIES: Audit Committee; Ben Gorzell, Jr., Chief Financial Officer; Norbert Dziuk, Procurement Operations Lead

SUBJECT: Consideration of Completed High Profile Solicitations

DATE: June 21, 2016

On-Call HVAC Services (BES) – Department issued a Request for Competitive Sealed Proposal solicitation seeking proposals from qualified contractors interested in providing “on-call” commercial heating ventilation and air conditioning (HVAC) maintenance and repairs through an on call contracting services (OCCS) contract, also referred to as job order contract (JOC). Service shall be for HVAC maintenance and repairs for City facilities throughout the City of San Antonio. Trade services within new building construction, remodeling or alterations of an existing building will not be included. The department anticipates awarding to multiple contractors.

- Number of Respondents: 4
- Contract Value: \$2.4 Million
- Term of Contract: Upon award through 6/30/18 with 3, 1 year options
- Tentative Council Date: August 4, 2016

RFCSP Annual Job Order Contract for On-Call HVAC Services - Citywide		Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D
Score Summary RFx 6100006717						
Evaluation						
A - Experience, Background, Qualifications		35	30.29	28.00	31.71	28.00
B - Proposed Plan		35	29.43	27.86	29.29	27.14
C - Price Schedule		15	13.53	10.76	13.21	11.83
D - SBEDA - SBE Prime Contract Program		15	15.00	15.00	0.00	0.00
TOTAL SCORE		100	88.24	81.62	74.21	66.97
RANK BASED ON TOTAL SCORE			1.00	2.00	3.00	4.00

Temporary Electrical and Plumbing Services (CSF) – Department issued a Request for Qualifications solicitation seeking proposals from qualified and professional electrical and plumbing contractors to provide temporary electrical and plumbing services for events held at the Henry B. Gonzalez Convention Center (incl. the Lila Cockrell Theatre), the Alamodome (incl. the Illusions Theater), and the Carver Community Cultural Center (incl. the Jo Long Theatre and Little Carver Theatre), in addition to any future facilities added to the Department's operations. The Facilities host a variety of trade, consumer, public, family and entertainment shows, conventions, civic and community events, meetings, concerts, and sporting events.

- Number of Respondents: 2
- Contract Value: \$9.5 Million (revenue to the City)
- Term of Contract: 5 years with 1, 5 year option
- Tentative Council Date: August 4, 2016

RFQ Temporary Electrical & Plumbing Services RFQ-016-027	Maximum Points	Vendor A	Vendor B
Final Score Summary			
A - Experience, Background, Qualifications	50	47.80	47.80
B - Proposed Plan	30	28.20	26.80
C- Local Preference Program	10	5.00	0.00
D- Veteran-owned Preference Program	5	0.00	0.00
E -SBEDA Program	5	0.00	0.00
TOTAL SCORE	100	81.00	74.60
RANK BASED ON TOTAL SCORE		1.00	2.00


Employee Voluntary Vision Insurance (HR) – Department issued a Request for Proposals seeking proposals from qualified firms who are able to administer eligibility enrollment for vision care services for approximately 6,000 full time civilian employees and 360 pre-65 retirees, similar to the plan currently being offered. The City will provide eligibility to the vendor for retirees, however billing and collection will be handled directly by the vendor. Civilian employees and retirees are responsible for the full cost of the premium. Premium for civilian employees is deducted from their bi-weekly paychecks on a pre-tax basis. Retirees would be billed on a monthly basis for coverage.


- Number of Respondents: 2
- Contract Value: \$3.8 Million
- Term of Contract: January 1, 2017 to December 31, 2020 with 2, 1 year options
- Tentative Council Date: August, 2016

RFP for Voluntary Vision Insurance RFP 016-054 Score Summary	Maximum Points	Vendor A	Vendor B
A - Experience, Background, Qualifications	25	23.80	18.40
B - Proposed Plan	35	32.20	26.00
C - Pricing Schedule	25	20.85	25.00
D - Local Preference Program	10	10.00	0.00
E - Veteran-Owned Small Business Preference Program	5	0.00	0.00
TOTAL SCORE	100	86.85	69.40
RANK BASED ON TOTAL SCORE		1	2

Due diligence conducted for the respondents to the above solicitations includes a search of federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. Staff reports no findings were noted for the above projects.

Staff recommends committee approval to proceed with scheduling these items for full City Council consideration.


Troy Elliott, CPA
Finance Director


Kevin Barthold
City Auditor

