

CITY OF SAN ANTONIO
FINANCE DEPARTMENT
Interdepartmental Correspondence

TO: Sheryl Sculley, City Manager

FROM: Troy Elliott, CPA, Deputy Chief Financial Officer
Kevin Barthold, City Auditor

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

SUBJECT: Consideration of Completed High Profile Solicitations

DATE: August 16, 2016

Operations and Management for Spay/Neuter and Low Cost Vaccination Clinic (ACS) – Department issued a Request for Proposals seeking qualified Respondents to manage and operate the new Brooks Spay/Neuter Low Cost Vaccination clinic that opens in November 2016. The City is seeking an organization that can manage the facility, provide 8,000 low cost spay/neuter surgeries annually by the 3rd year of the contract, and provide low cost vaccination services for the community.

- Number of Respondents: 3
- Contract Value: No Value
- Term of Contract: 3 year contract with one 3 year extension
- Tentative Council Date: September 2016

Operations and Facility Management of Newly Constructed Brooks Spay/Neuter Clinic (RFP 16-069) 6100007558 Score Summary	Maximum Points	Vendor A	Vendor B	Vendor C
A - Experience, Background, Qualifications	35	29.17	28.83	23.83
B - Proposed Plan	40	31.00	29.50	20.50
C - Sustainability Plan	25	24.17	17.00	14.00
TOTAL SCORE	100	84.33	75.33	58.33
RANK BASED ON TOTAL SCORE		1.00	2.00	3.00

Operation and Management of the Paul Jolly Center (ACS) – Department issued a Request for Proposals seeking qualified Respondents to manage and operate the Paul Jolly Center and the Petco Pavilion. The City is seeking an organization that can manage the facility, maximize the annual number of pets rescued from ACS and manage the use of the facility's pavilion.

- Number of Respondents: 3
- Contract Value: No Value
- Term of Contract: 3 year contract with one 3 year extension
- Tentative Council Date: September, 2016

Operations and Facility Management Paul Jolly Center for Animal Adoptions (RFP 16-077) 6100007625 Score Summary	Maximum Points	Vendor A	Vendor B	Vendor C
A - Experience, Background, Qualifications	35	29.29	24.00	23.29
B - Proposed Plan	40	31.71	31.43	16.43
C - Sustainability Plan	25	21.00	12.14	9.00
TOTAL SCORE	100	82.00	67.57	48.72
RANK BASED ON TOTAL SCORE		1.00	2.00	3.00

Broker/Dealer Service (Finance) – Department issued a Request for Qualifications seeking Broker/Dealer firms to execute security buy and sell transactions on a competitive basis. Firms must demonstrate extensive fixed income and money market experience as well as experience with governmental entities and their requirements.

- Number of Respondents: 30
- Contract Value: N/A; fees are incorporated into the price of the security offered by the Broker
- Term of Contract: 2 years
- Tentative Council Date: N/A; Investment Committee

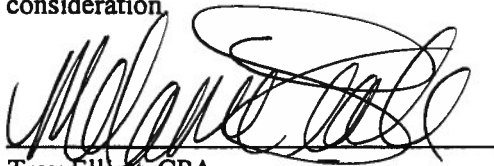
On-Call Environmental NEPA Services (TCI) – Department issued a Request for Qualifications seeking qualified firms to perform On-Call Environmental National Environmental Policy Act (NEPA) Consulting Services for various City projects in locations throughout the City. Typical work to be performed under this On-Call Contract will consist of NEPA related consulting services for water, endangered species, noise and air, vegetation, cultural resources, hazardous material, and compliance with Storm Water and Edwards Aquifer Authority Regulations.

- Number of Respondents: 17
- Contract Value: \$600,00 annual capacity; \$1.8 Million total contract capacity
- Term of Contract: 1 year initial term with two 1 year options to renew
- Tentative Council Date: September 1, 2016

Summary Scoring																
RFQ FOR ON-CALL PROFESSIONAL ENVIRONMENTAL NEPA CONSULTING SERVICES	MAXIMUM POINTS	Firm 1	Firm 2	Firm 3	Firm 4	Firm 5	Firm 6	Firm 7	Firm 8	Firm 9	Firm 10	Firm 11	Firm 12	Firm 13	Firm 14	Firm 15
A. Experience of the Prime Firm, Key Personnel, Key Subconsultants:	45	44.50	43.00	41.25	33.75	32.50	27.75	28.25	27.75	25.50	23.25	23.25	20.25	19.25	17.75	16.75
B. Proposed Management Plan	45	44.50	44.25	40.75	34.50	32.00	30.25	30.75	29.25	30.00	22.75	22.00	22.25	22.25	22.75	16.25
C. Team's Experience with San Antonio Region issues and past experience with City of San Antonio contracts:	10	9.75	10.00	10.00	8.75	6.75	8.25	6.25	6.75	7.75	6.00	6.50	5.50	6.00	6.50	5.25
SUBTOTAL SCORE	100	98.75	97.25	92.00	77.00	71.25	66.25	65.25	63.75	63.25	52.00	51.75	48.00	47.50	47.00	38.25
RANK		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

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 for recommended firms on the above projects.

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

for 

Troy Elliott, CPA
Deputy Chief Financial Officer



Kevin Barthold
City Auditor

