



AUDIT COMMITTEE MEETING

POST-SOLICITATION BRIEFING FOR CUSTODIAL AND SUPPLEMENTAL CONVERSION/LABOR SERVICES FOR THE ALAMODOME

April 25, 2017

**Patricia Muzquiz Cantor
Assistant Director
Convention & Sports Facilities**

Solicitation Overview



Originating Department: Convention & Sports Facilities



Solicitation Type: Request for Competitive Sealed Proposals (RFCSP)



High Profile Designation: Contract value in excess of \$1 million



Estimated Value: \$15 million



Current Contract Status: Expires May 31, 2017



Proposed Term: 5-year term with one (1) additional 5-year extension

Project Timeline

Pre-Solicitation

High Profile Audit Committee Pre-Solicitation Briefing:

- November 15, 2016

Release RFCSP:

- November 18, 2016

Solicitation

Pre-Submittal Conference:

- November 29, 2016

Deadline for Questions:

- January 4, 2017

RFCSP Due:

- January 11, 2017

Post – Solicitation

Evaluation Meeting:

- February 10, 2017

Contract Negotiated:

- March 2017

High Profile Audit Committee Post Solicitation Briefing:

- April 25, 2017

Finalization

City Council Consideration:

- May 18, 2017

Contract Start Date:

- June 2017

Project Scope



To provide custodial and supplemental conversion and labor services for the Alamodome



City shall supply cleaning products & supplies for restocking facilities

Solicitation Requirements



Evaluation Criteria

- Experience, Background, Qualifications: 30 Points
- Proposed Plan: 30 Points
- Pricing: 20 Points
- SBEDA Program: 20 points
 - SBE Prime Contract Program: 10 Points
 - MWBE Prime Contract Program: 10 Points



Additional Requirements

- SBEDA Subcontracting Requirements: 15% M/WBE
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable
- Audited Financial Statements: Not Required

Project Evaluation Committee Members

Voting Members

Carlos J. Contreras III, Assistant City Manager, City Manager's Office

Patricia Muzquiz Cantor, Assistant Director, Convention & Sports Facilities

Nicholas Langella, General Manager, Alamodome

Wanda Williams, Facilities Manager, Henry B. Gonzalez Convention Center

Julie Baker, Vice President of Operations, Valero Alamo Bowl

Scoring Summary

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------|
| Score Summary RFC SP 6100007755 for A/C for Custodial and Supplemental Conversion/Labor Services at Alamodome RFC SP 17-022 | | |
| Overall Consensus | Consensus Scoring | Vendor - A |
| Carlos Contreras - Assistant City Manager | Y/N | YES |
| Patricia Muzquiz Cantor - Assistant Director | Y/N | YES |
| Nicholas Langella - General Manager | Y/N | YES |
| Wanda Williams - Facilities Manager | Y/N | YES |
| Julie Baker - VP of Operations - Valero Alamo Bowl | Y/N | YES |

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**Troy Elliott, CPA
Finance Director
and
Kevin Barthold
City Auditor**

Procurement Overview - Due Diligence

| | |
|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| Number of vendors notified: | 145 – CVR, 1783 - VOSB Outreach |
| Number of vendors at pre-submittal conference: | 20 |
| Number of responses received: | 4 |
| Results of Minimum Requirements Review | 3 vendors non-responsive due to; 1 failing to meet 15% M/WBE goal; 2 failing to meet RFCSP submittal requirements and/or bid bond |
| Results of Due Diligence Review | No Findings |
| Respondent Background Check | No Findings |
| References, Proof of Insurability Review and Litigation Disclosure | No Findings |
| Contracts Disclosure Form | No Findings |
| | |

Procurement Overview - Due Diligence

City Auditor Briefing on Due Diligence Review



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