



AUDIT AND ACCOUNTABILITY COMMITTEE

POST-SOLICITATION BRIEFING FOR DIGITAL COMMUNITY KIOSKS

October 3, 2017

Jose De La Cruz
Chief Innovation Officer
Office of Innovation

Solicitation Overview



Originating Department: Office of Innovation



Solicitation Type: Request for Proposals (RFP)



High Profile Designation: Contract Value Over \$1 Million



Estimated Value: Revenue share between vendor and City



Current Contract Status: New Contract



Proposed Term: 5 years w/4, 1 year options

Project Timeline

Pre-Solicitation

Goal Setting Committee:

- 3/20/2017

Pre Solicitation Briefing:

- 4/25/2017

Release RFP:

- 5/1/2017

Solicitation

Pre-Submittal Conference:

- 5/8/2017

Deadline for Questions:

- 5/12/2017

RFP Due:

- 6/9/2017

Post – Solicitation

Evaluation Complete:

- 8/24/2017

Best and Final Offer Issued:

- 9/15/2017

Contract Negotiated:

- 11/16/2017

Post Solicitation Briefing:

- 10/3/2017

Finalization

City Council Consideration:

- 11/30/2017

Contract Start Date:

- 11/30/2017

Project Overview

Install up to 25 Digital Community Kiosks with the following features:



Free Public Wi-Fi

Wi-Fi hotspots will allow users to stay connected



Hyper-Local Information

Users can find events, businesses, restaurants, and other information for the area they are in



Digital Advertising

Touchscreens can be used to advertise local businesses and provide public service announcements



Multi-lingual

Content will be available in multiple languages



City Services

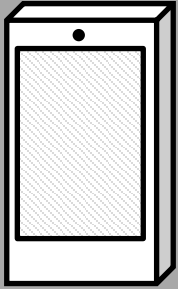
Users will be able to access information on city services, way-finding, and transportation options



Access for All

Kiosks will be ADA-accessible

Kiosk Content



Content can be customized to the immediate location and will help citizens and tourists navigate the city. Potential content includes:



City Services



Events for
Sports & Kids



Restaurants



Parks



B-Cycle



City Facilities



Way-finding



Transit

Solicitation Requirements



Evaluation Criteria

- Experience, Background, Qualifications: 25 Points
- Proposed Plan: 30 Points
- Compensation Schedule: 10 Points
- SBEDA: 20 Points (10 points - SBE Prime Contract Program, 10 points - MWBE Prime Contract Program)
- Local Preference Program: 10 Points
- Veteran Owned Small Business Program: 5 Points



Additional Requirements

- SBEDA Subcontracting Requirements: 4% SBE
- Audited Financial Statements: Not Required

Project Evaluation Committee

Voting Members

María Villagómez, Assistant City Manager, City Manager's Office

Steve Young, Vice President of Information Technology, VIA

Alan Munson, CCO, Parlevel Systems

Troy Elliott, CPA, Deputy Chief Financial Officer, Finance

Colleen Swain, Director, World Heritage Office

Jose De La Cruz, Chief Innovation Officer, Office of Innovation

Art Reinhardt, Assistant Director, Transportation & Capital Improvements

Mark Phillips, Acting Chief Strategy Officer, Aviation Department

Catherine Tkachyk, Innovation Manager, Office of Innovation

Advisory Members

John Rodriguez, Assistant Director, Information Technology Services Department

Rick Barnds, Senior IT Manager, Information Technology Services Department

Hannah Santiago, Senior Innovation Specialist, Office of Innovation

Score Matrix

Best and Final Offer RFP Digital Community Kiosks RFP 17-039 Score Summary	Maximum Points	Firm 1	Firm 2	Firm 3
A - Experience, Background, Qualifications	25	19.33	21.00	20.89
B - Proposed Plan	30	26.56	22.22	17.00
C - Compensation Schedule	10	8.61	9.30	4.46
D - SBEDA Program	20	0.00	0.00	0.00
E - Local Preference Program	10	0.00	0.00	0.00
F - Veteran-Owned Small Business Preference Program	5	0.00	0.00	0.00
TOTAL SCORE	100	54.50	52.52	42.35
RANK BASED ON TOTAL SCORE		1	2	3



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

Procurement Overview - Due Diligence

Number of vendors notified:	157
Number of vendors at pre-submittal conference:	8
Number of responses received:	4
Results of Minimum Requirements Review	One Respondent disqualified for not meeting the 4% SBE subcontracting program requirement
Results of Due Diligence Review	No Findings
Respondent Background Check	No Findings
Financial Statement Review	N/A
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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