

Audit and Accountability Committee



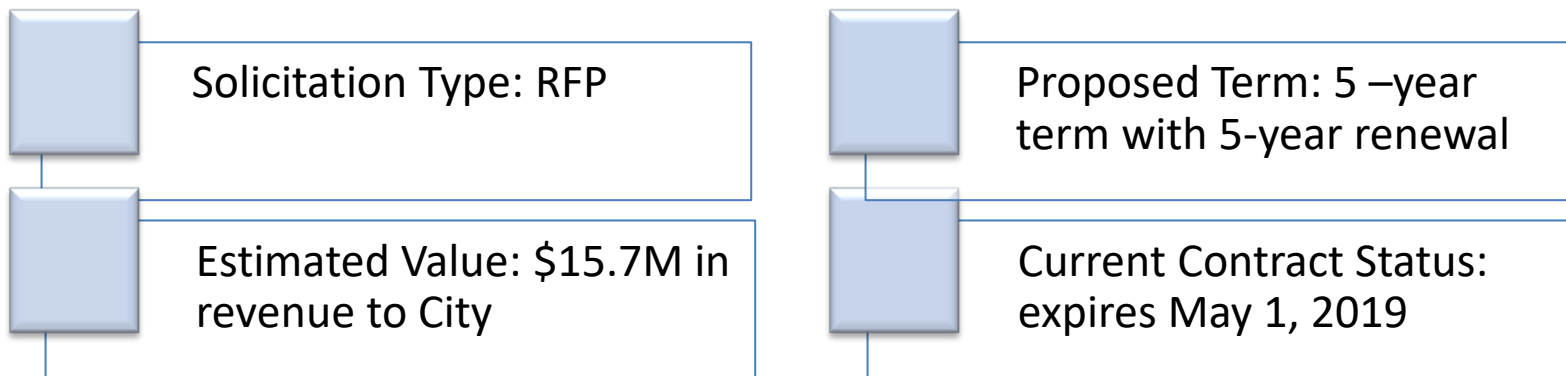
Pre-Solicitation Briefing for Audio Visual & Rigging Services for the Convention Center

Date: November 13, 2018

Presented by: Patricia Muzquiz Cantor, Executive Director, CSF

Project & Solicitation Overview

Project Scope/Overview: CSF is seeking a qualified, professional company to provide audio visual and rigging services for events held in the Henry B. Gonzalez Convention Center.



Solicitation Overview

Outreach

NIGP Codes Identified	91509 - Audio Visual Production 85580 - Stage Rigging
Number of Vendors to be Notified	Central Vendor Registry: 125 vendors Veteran Owned Small Business (SBA): No Availability Targeted Vendor Outreach: 2
Advertising	TVSA Channel 21 COSA Bidding Opportunities website Hart Beat Express News

Evaluation Voting Members

- Carlos Contreras, Assistant City Manager, CMO
- Patricia Muzquiz Cantor, Executive Director, CSF
- Liza Barratachea, President & CEO, Hotel & Lodging Association
- Michelle Moon, Director of Destination Services, Visit SA
- Roman La Rose, Director of Operations, Grand Hyatt

Solicitation Requirements

Evaluation Criteria

Experience, Background, Qualifications: 35 points

Proposed Plan: 30 points

Pricing: 20 points

Local Preference Program: 10 points

Veteran Owned Small Business Preference Program: 5 points

Additional Requirements

SBEDA Subcontracting Requirements: 5% SBE

Audited Financial Statements: Not Required

Goal Setting Committee Members

Michael Sindon, Assistant Director, EDD

Patricia Muzquiz Cantor, Executive Director, CSF

Nikki Ramos, Assistant Director, Parks & Recreation

Russell Huff, Assistant Director, Finance

Linda Lopez, Citizen Member

Project Timeline

