



**Audit and Accountability
Committee**

December 11, 2018

**Pre Solicitation Briefing
for Federal Representation
Services**

Presented by
Sally Basurto
Government & Public Affairs

Project & Solicitation Overview

Washington D.C. Representation

Project Scope/Overview

Support and implement the City's federal legislative program for the advancement of the City's Congressional priorities. Including but not limited to: continuously monitoring legislative and regulatory activities, developing strategies to advance City interests, identifying grant opportunities, developing relationships and scheduling meetings with elected officials and government agency representatives and coordinating with City staff and officials



Solicitation Type

- Request for Proposal



Proposed Term

- Two years with 1, two-year renewal option



Estimated Value

- \$1.2 million



Current Contract Status

- Expires December 31, 2018

Solicitation Requirements

Washington D.C. Representation

Evaluation Criteria	Experience, Background, Qualifications:	45 Points
	Proposed Plan:	40 points
	Pricing or Compensation:	10 points
	Veteran Owned Small Business Preference Program:	5 points

Additional Requirements	SBEDA Program Requirements: Waived
	Audited Financial Statements: Not Required
	Local Preference Program: Not Applied

Project & Solicitation Overview

Federal Representation – Local Liaison

Project Scope/Overview

Support, assist in developing, and implement the City's federal legislative program for the advancement of the City's Congressional priorities. Use extensive knowledge of the San Antonio community in coordination with Washington D.C. based representatives. Liaison will support federal affairs staff and act as intermediary between San Antonio, Washington D.C. representatives and elected officials to advance the City's federal program and represent the City's Washington D.C. representative team locally to City Council and local partners.



Solicitation Type

- Request for Proposal



Proposed Term

- Two years with 1, two-year renewal option



Estimated Value

- \$180,000



Current Contract Status

- New contract

Solicitation Requirements

Federal Representation - Local Liaison

Evaluation Criteria	Experience, Background, Qualifications:	35 Points
	Proposed Plan:	30 points
	Pricing or Compensation:	10 points
	SBEDA Program (SBE – 5 points; MWBE – 5 points)	10 points
	Local Preference Program:	10 points
	Veteran Owned Small Business Preference Program:	5 points

Additional Requirements	SBEDA Subcontracting Requirements: 22% MWBE
	Audited Financial Statements: Not Required

Solicitation Overview

NIGP Code

- 961-51: LOBBY SERVICES

Number of Vendors to be Notified

- Central Vendor Registry: 18
- Veteran-Owned Small Businesses: 12
- Targeted Vendor Outreach: 45 (D.C. Representation only)

Advertising

- COSA Bidding Opportunities website
- Express News
- TVSA Channel 21

Project Evaluation Committee

Voting Members

Carlos Contreras, Assistant City Manager, COSA

Jeff Coyle, GPA Director, COSA

Sally Basurto, GPA Federal Legislative Administrator, COSA

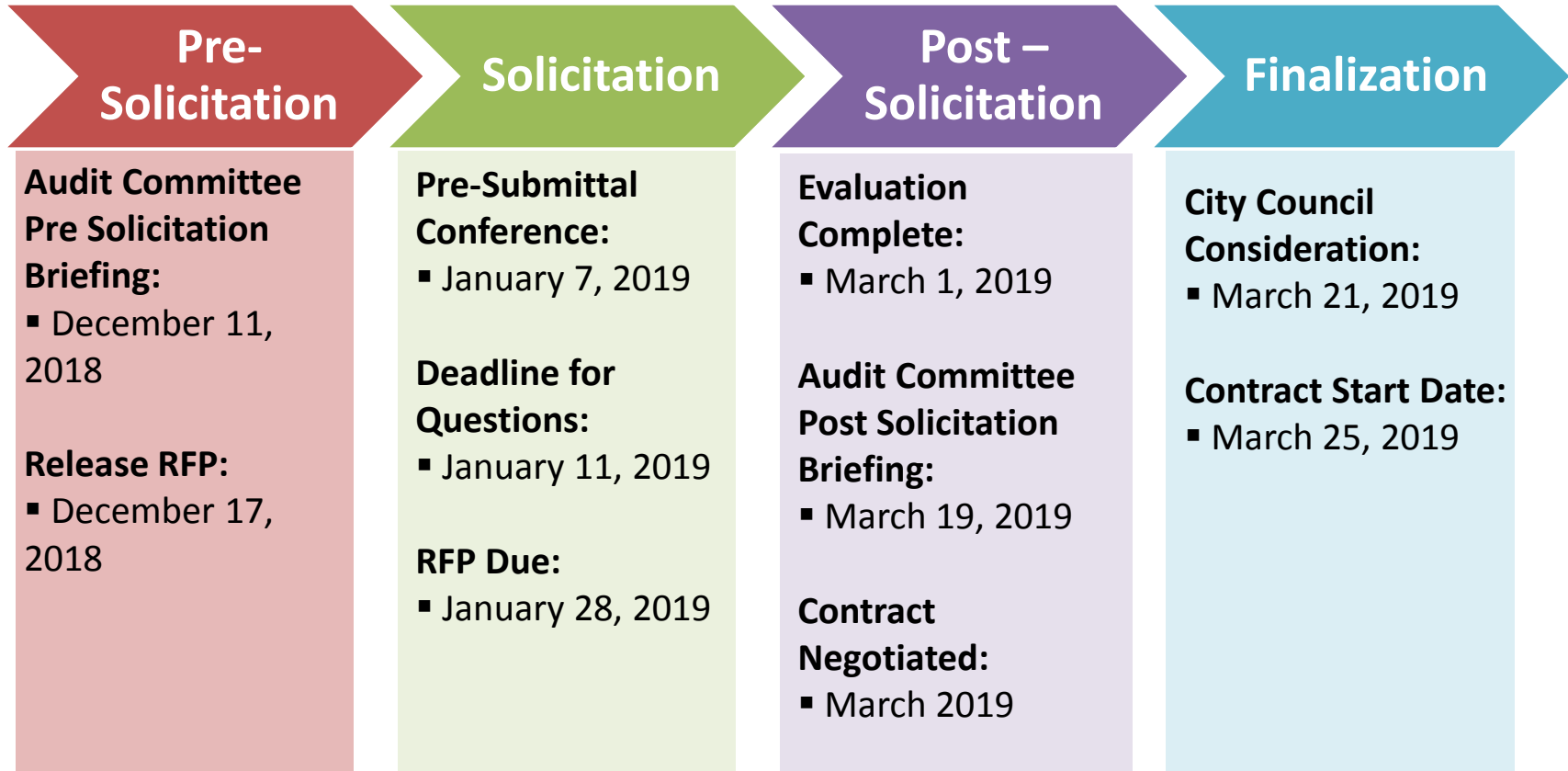
Eric Warner, Aviation Special Projects Manager, COSA

Julie Klumpyan, Government Affairs Director, Valero

Lisa Alonzo, Executive Director, Alamo Federal Executive Board

Jon Gary Herrera, Senior VP of Public Engagement, VIA

Project Timeline





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