Audit and Accountability Committee



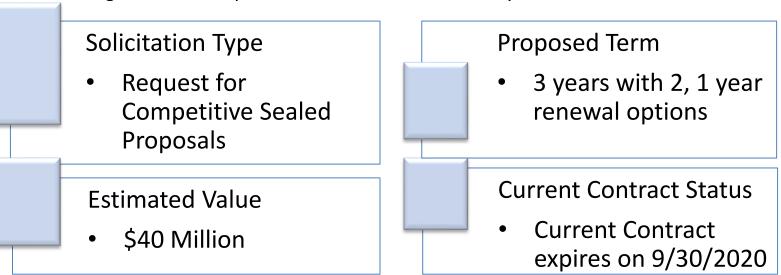
Pre Solicitation Briefing for Citywide Security Officer Services

Date: March 17, 2020

Presented by: Craig Hopkins, CIO, Information Technology Services Department

Project & Solicitation Overview

The Information Technology Services Department is seeking a contractor to provide security officer services at 52 designated City buildings, facilities, grounds and right-of-ways to provide for the safety and well-being of employees and visitors. It is estimated that the City will utilize these services for approximately 274,000 hours annually for services that include emergency response, access control, technology control station monitoring, mobile/foot patrol and other related security services.



Solicitation Overview

Outreach		Evaluation Voting Members	
NIGP Codes Identified	NIGP code(s) and description: 99046, Guard and Security Services	Ben Gorzell, Chief Financial Officer, CMO	
		Craig Hopkins, Chief Information Officer, ITSD	
Number of Vendors to be Notified	Central Vendor Registry: 90 Veteran Owned Small Business (SBA): 1,564 (SCTRCA): 9 Targeted Vendor Outreach: 3	Patsy Boozer, Chief Information Security Officer, ITSD	
		Derek Rabey, Technical Security Manager, ITSD	
		Louis Resendez, Special Projects Manager, ITSD	
Advertising	TVSA Channel 21 COSA Bidding & Contracting Opportunities website Express News	Francisco Garcia, Facilities Manager, SAPD	
		Aurora Perkins, Parking Administrator, CCDO	
		Jorge Manzano, Development Services Administrator, DSD	

Solicitation Requirements

Evaluation Criteria	Experience, Background, Qualifications: 25 points Proposed Plan: 35 points Pricing: 20 points SBE Prime Contract: 15 points MWBE Prime Contract: 5 points
Additional Requirements	SBEDA Subcontracting Requirements: 10% M/WBE Audited Financial Statements: Not Required Local Preference Program: Not Applicable Veteran Owned Small Business Preference Program: Not Applicable
Goal Setting Committee Members	Troy Elliott, Deputy Chief Financial Officer, Finance Craig Hopkins, Chief Information Officer, ITSD Dr. Anita Kurian, Assistant Director, SAMHD Shuchi Nagpal, Assistant Director, EDD Linda Lopez-George, Citizen Member

Project Timeline

Pre-Solicitatio	n Solicitation	Post – Solicitation	Finalization
Goal Setting	Pre-Submittal	Evaluation	City Council
Committee:	Conference:	Complete:	Consideration:
■February 7, 2020	■April 13, 2020	■June 12, 2020	September 10, 2020
Audit Committee Pre	Deadline for	Contract	Contract Start Date:
Solicitation Briefing:	Questions:	Negotiated:	 October 1, 2020
 March 17, 2020 	■April 27, 2020	■August 3, 2020	,
Release Date:	Due Date:	Audit Committee	
■March 27, 2020	■May 13, 2020	Post Solicitation	
		Briefing:	
		■August 18, 2020	