



City of San Antonio

Legislation Details (With Text)

File #: 15-3146

Type: Staff Briefing - Without Ordinance

In control: High Profile Contract Council Committee

On agenda: 5/12/2015

Title: Computerized Maintenance Management System (CMMS) Software and Implementation [Aviation]

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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**CITY OF SAN ANTONIO
AVIATION DEPARTMENT
INTERDEPARTMENTAL CORRESPONDENCE**

TO: Sheryl Sculley, City Manager

FROM: Frank Miller, Aviation Director

COPY: High Profile Contract Council Committee;
Ed Belmares, Assistant City Manager;
Ben Gorzell Jr., CPA, Chief Financial Officer;
Troy Elliott, CPA, Finance Director
Kevin Barthold, City Auditor

SUBJECT: Pre-Solicitation Briefing for Computerized Maintenance Management System (CMMS) Software and Implementation

DATE: May 12, 2015

The Aviation Department will provide a pre-solicitation briefing on the Computerized Maintenance Management System (CMMS) Software and Implementation for the San Antonio Airport System. This item was added as an individual High Profile Contract Initiative for consideration to the Annual High Profile Report.

This pre-solicitation briefing will include, as applicable, an overview of the procurement, estimated contract value, high profile designation, term of resulting contract, project scope and considerations, proposed scoring criteria, SBEDA program requirements, audited financial statements, local preference applicability, veteran-owned small business program applicability, project timeline, and evaluation committee members.

This project will provide the Aviation Department with the implementation and maintenance of a new CMMS. The new system will include managing work orders, preventive maintenance, tenant charge backs, and life cycle costing and analysis of assets/inventory.