



City of San Antonio

Agenda Memorandum

File Number: 19-3303

Agenda Item Number: 9.

Agenda Date: 4/16/2019

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
AVIATION DEPARTMENT
INTERDEPARTMENTAL CORRESPONDENCE**

TO: Erik Walsh, City Manager

FROM: Russell J. Handy, Director, Aviation Department

COPIES: Audit and Accountability Committee; Ben Gorzell, Chief Financial Officer; Kevin Barthold, City Auditor; Carlos Contreras, Assistant City Manager

SUBJECT: Post-Solicitation Briefing for Contracted Security Services

DATE: April 16, 2019

The Aviation Department will present a post-solicitation briefing for the selection of a qualified respondent to provide contracted security services. This item is presented to the Audit and Accountability Committee for review prior to full City Council consideration.

The San Antonio International Airport requires a firm to provide secured area access management and monitoring services in order to meet federal regulations and counter evolving threats. The selected firm will work with the Security Division of the Aviation Department and provide the following services at the airport:

- Monitoring of secure areas;
- Conducting inspections;
- Escorting within the secured areas;
- Enforcing security guidelines;
- Preventing and detecting unauthorized access; and,
- Preventing any unauthorized items into the secured areas.

These roles and responsibilities are necessary to comply with a variety of federal, state and local security requirements and are over and above the law enforcement responsibilities of the San Antonio Airport Police.

A pre-solicitation briefing was presented to the Audit and Accountability Committee on November 13, 2018. A Request For Proposal was released on November 29, 2018 for a contract term of five years.

Two proposals were received on February 1, 2019. The evaluation committee met on April 5, 2019 and scored the proposals on the published criteria of experience, background, qualifications and proposed plan. The committee representatives were Russell J. Handy, Director, Aviation Department; Chris Cole, Security Manager, Aviation Department; Louis Resendez, Special Projects Manager, ITSD; and Monica Thomas, EWI Fellow/Airfield Manager, Port San Antonio. The Finance Department was responsible for the evaluation and scoring of Price, Local Preference Program and Veteran-Owned Small Business Preference Program. The Economic Development Department was responsible for the evaluation and scoring of the SBE Prime Contract Program.

RFP Contracted Security Services (19-011; 6100010847) FINAL EVALUATION April 5, 2019	Maximum Points	Firm 1	Firm 2
A - Experience, Background, Qualifications	30	26.50	14.75
B - Proposed Plan	35	32.00	12.50
C - Price Schedule	15	15.00	12.96
D - SBEDA - SBE Prime Contract Program	5	0.00	0.00
E - Local Preference Program	10	5.00	0.00
F - VOSB Preference Program	5	0.00	0.00
TOTAL SCORE	100	78.25	40.21
RANK BASED ON TOTAL SCORE		1.00	2.00

Due diligence conducted for the respondents to the above solicitation included a search of federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. No findings were noted that would prevent the City from awarding to the selected vendor.

Staff recommends committee approval to proceed with scheduling this item for full City Council consideration.