



City of San Antonio

Agenda Memorandum

File Number:20-6971

Agenda Item Number: 7.

Agenda Date: 12/17/2020

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Citywide Security Systems Installation & Support

SUMMARY:

This ordinance authorizes a contract with Intertech Security, LLC to provide for the purchase, installation and preventive maintenance of electronic security systems, video systems and access control systems at various City facilities for an estimated annual cost of \$4,600,000.00. No funds will be encumbered by this ordinance which provides for the procurement of specified goods and services as needed, based upon the Department's available budget. Funding sources may include, but are not limited to Capital Funds, Operating Budgets, and Grants authorized by City Council.

BACKGROUND INFORMATION:

Submitted for Council consideration and action is the proposal from Intertech Security, LLC to provide for the purchase, installation and preventive maintenance of electronic security systems, video systems and access control systems at various City facilities. This contract will provide the necessary equipment and services required to ensure the safety and security of the City's employees and physical assets. The City operates a variety of facilities which require the services of a qualified security systems integrator that is authorized by equipment manufacturers to resell, install and service specifically branded equipment that will integrate with the City's current security infrastructure. Currently, there are 110 sites which feature Hirsch Electronics Corporation access control infrastructure and 102 sites which feature Genetec security infrastructure.

The Security Division of the Information Technology Services Department (ITSD), through the Chief Security

Office, is tasked with maintaining the current security systems in addition to standardizing new systems as they are deployed.

The City issued a Request for Proposals (RFP) for “Citywide Security Systems Installation & Support”, RFP 6100012391, on March 23, 2020 with a submission deadline of May 8, 2020. Three proposals were received and deemed eligible for evaluation. Intertech Security, LLC is recommended for contract award based on the City’s standard RFP evaluation process.

The evaluation committee consisted of representatives from the San Antonio Police Department, Information Technology Services Department, and Center City Development & Operations Department. The Finance Department, Purchasing Division assisted by ensuring compliance with City procurement policies and procedures. The evaluation of each proposal was based on a total of 100 points; 40 points allotted for experience, background, qualifications; 45 points allotted for proposed plan; and 15 points allotted for respondent’s price schedule. Additional categories of consideration included references and financial qualifications.

The evaluation committee met on July 13, 2020, for initial discussion and scoring. The committee recommended shortlisting the top two respondents for interviews. In advance of the interview process, a Best & Final Offer was requested from the two short-listed firms. Interviews were held July 30, 2020 and August 3, 2020 and each vendor was provided an hour to showcase their proposed solutions. The evaluation committee finalized scoring on October 1, 2020. The highest ranked respondent is Intertech Security, LLC and is recommended for contract award.

The initial contract term is for a period of three (3) years beginning on the date approved by City Council with two (2), one (1) year renewal periods.

A post-solicitation briefing was presented to the Audit and Accountability Committee on November 17, 2020.

ISSUE:

This contract will provide for the purchase and installation of electronic security system equipment, as well as preventive maintenance, at various City facilities. This contract will allow the City to address security issues in a timely manner.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee set a 5% Small Business Enterprise (SBE) subcontracting goal. Intertech Security, LLC has committed to 5% SBE subcontractor participation.

The contract is an exception to Local Preference Program.

The Veteran-Owned Small Business Preference Program Ordinance does not apply to goods/supplies contracts, so no preference was applied to this contract.

ALTERNATIVES:

Should this contract not be approved, the City would be required to solicit bids as projects are approved. This would affect the City's ability to address security concerns in a quick and timely manner and could lead to

higher pricing as well as affecting the ability to maintain standardization of existing security system infrastructure.

FISCAL IMPACT:

Contract expenditures are estimated to be \$4,600,000.00 annually. Funding for this ordinance will be identified when work orders are issued from the potential funding sources. Potential funding sources may include, but are not limited to Capital Funds, Operating Budgets, and Grants authorized by City Council. All expenditures will comply with the Operating, Capital, and/or Grant Budgets for current and future fiscal years.

RECOMMENDATION:

Staff recommends the approval of a contract with Intertech Security, LLC to provide for the purchase, installation and maintenance of electronic security systems at various major City facilities for an estimated cost of \$4,600,000.00 annually.

This contract is procured by means of a Request for Proposals and a Contracts Disclosure Form is required.