



# City of San Antonio

## Legislation Details (With Text)

**File #:** 18-3501  
**Type:** Staff Briefing - Without Ordinance  
**In control:** Audit and Accountability Committee  
**On agenda:** 5/24/2018  
**Title:** Custodial Services for Various City Facilities (DHS / SAPD / SAFD) [Ben Gorzell, Chief Financial Officer; Troy Elliott, Deputy Chief Financial Officer]  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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### CITY OF SAN ANTONIO FINANCE DEPARTMENT Interdepartmental Correspondence

**TO:** Sheryl Sculley, City Manager  
**FROM:** Troy Elliott, CPA, Deputy Chief Financial Officer  
**COPIES:** Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Norbert Dziuk, Procurement Operations Lead; Melody Woosley, Director, Department of Human Services  
**SUBJECT:** Consideration of High Profile Solicitations for Release  
**DATE:** May 24, 2018

The following high profile solicitation is scheduled to be released within the next month:

**Custodial Services - Various City Facilities (DHS / SAPD / SAFD)** - The City of San Antonio is soliciting proposals from qualified contractor(s) to perform custodial services at various City facilities for the following City departments: Department of Human Services (18 facilities / 223,096 sq. ft.), Fire Department (2 facilities / 22,012 sq. ft.) and Police Department (15 facilities / 46,020 sq. ft.). These services are required to establish a custodial maintenance program that will ensure the facilities are uniformly clean, hygienic, orderly and attractive. The selected contractor will be required to provide all labor, supplies and equipment necessary to perform the requested services.

#### Project Solicitation:

Department: Human Services  
Solicitation Type: RFCSP  
Release Date: June 4, 2018  
Closing Date: July 10, 2018

Proposed Council Date: September, 2018  
Estimated Value: \$2 Million  
Proposed Term: 3 years with 2, 1 year options  
Contact Information: Troy Elliott, Deputy Chief Financial Officer  
Evaluation Criteria: Experience, Background, Qualifications: 30 points  
Proposed Plan: 35 points  
Price: 15 points  
SBEDA: 20 points (SBE Prime 10 points; M/WBE Prime 10 points)  
SBEDA Subcontracting: M/WBE 30% and AABE 7%  
Local Preference Program: Not Applicable  
Veteran Owned Small Business Preference Program: Not Applicable  
Voting Members: Melody Woosley, Director, Department of Human Services  
Yolanda Perez, Administrator, Department of Human Services  
Eric Teague, Special Projects Manager, Department of Human Services  
Deirdre Murphy, Social Services Manager, Department of Human Services  
Maria Rivera, Social Services Manager, Department of Human Services  
Andrea Griffin, Contract Officer, San Antonio Fire Department  
Frank Garcia, Facilities Manager, San Antonio Police Department