



City of San Antonio

Legislation Details (With Text)

File #: 20-1760

Type: Staff Briefing - Without Ordinance

In control: Audit and Accountability Committee

On agenda: 3/17/2020

Title: Security Officer Services [Ben Gorzell, Chief Financial Officer; Craig Hopkins, Chief Information Officer, Information Technology Services]

Sponsors:

Indexes:

Code sections:

Attachments: 1. Presolicitation - Presentation Template Security Officers

| Date | Ver. | Action By | Action | Result |
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CITY OF SAN ANTONIO INFORMATION TECHNOLOGY SERVICES DEPARTMENT INTERDEPARTMENTAL CORRESPONDENCE

TO: Erik Walsh, City Manager

FROM: Craig Hopkins, Chief Information Officer, Information Technology Services Department

COPY: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Pre-Solicitation Briefing for Citywide Security Officer Services

DATE: March 17, 2020

The Information Technology Services Department will present a pre-solicitation briefing on the Citywide Security Officer Services which was presented in the Biannual High-Profile Report. This briefing will allow an opportunity for input from Committee members.

This pre-solicitation briefing will cover estimated contract value, projected timeline, high profile designation, scope of the project, terms of the contract, proposed scoring criteria, evaluation committee members, project considerations, local preference program applicability, veteran owned small business preference program applicability and SBEDA Program requirements.

The Information Technology Services Department is seeking a contractor to provide security officer services at 52 designated City buildings, facilities, grounds and rights-of-way to provide for the safety and wellbeing 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. The estimated contract value is \$40,000,000.00. The term of the contract will be for an initial period of 3 years with two, 1-year renewal options.