



City of San Antonio

Agenda Memorandum

File Number:16-3776

Agenda Item Number: 8.

Agenda Date: 6/21/2016

In Control: Audit Committee

CITY OF SAN ANTONIO FINANCE DEPARTMENT Interdepartmental Correspondence

TO: Sheryl Sculley, City Manager

FROM: Troy Elliott, CPA, Finance Director

COPIES: Audit Committee; Ben Gorzell, Jr., Chief Financial Officer; Kevin Barthold, City Auditor; Norbert Dziuk, Procurement Operations Lead

SUBJECT: Consideration of High Profile Solicitations for Release

DATE: June 21, 2016

The following high profile solicitations are scheduled to be released within the next month:

Annual Contract for Generator Maintenance Citywide (Fire) - Department is seeking proposals from qualified vendors to provide regular maintenance and repair services of various generator systems throughout the City of San Antonio.

Release Date: July 8, 2016
Closing Date: August 15, 2016
Proposed Council Date: November, 2016
Estimated Value: \$3 Million
Contact Information: Charles Hood, Chief of Fire
Phone: 207-8400

On-Call Electrical Repairs (BES) - Department is seeking proposals from qualified contractors to provide on-call electrical maintenance and repair services through an on-call contracting services contract. This contract will enable electrical maintenance and repair to be performed Citywide.

Release Date: June 24, 2016
Closing Date: July 25, 2016
Proposed Council Date: October, 2016
Estimated Value: \$2.4 Million
Contact Information: Jorge Perez, Director of BES
Phone: 207-1459

Financial Underwriting Services (Finance) - Department is seeking proposals from qualified firms to establish a financial underwriting pool comprised of firms to be utilized for the selection of underwriting syndicates for financial transactions effectuated by the City over the term of the pool.

Release Date: June 27, 2016
Closing Date: July 27, 2016
Proposed Council Date: September, 2016
Estimated Value: N/A
Contact Information: Troy Elliott, Director of Finance
Phone: 207-8604

Broker/Dealer Services (Finance) - Department is seeking Broker/Dealers to provide Broker/Dealer Services to execute buy and sell investment transactions.

Release Date: June 20, 2016
Closing Date: July 20, 2016
Proposed Council Date: September, 2016
Estimated Value: N/A
Contact Information: Troy Elliott, Director of Finance
Phone: 207-8604

Depository, Lockbox and Merchant Banking (Finance) - Department is seeking qualified Respondents to provide Depository Banking Services, Lockbox Services, and Merchant Banking Services. Depository Banking Services include collecting and disbursing the City's funds, providing timely and reader-friendly reports, implementing security measures to protect and assist the City with its fiduciary responsibilities with respect to financial assets, providing cash management techniques, as well as other financial services. Lockbox Services include collecting, processing, and depositing the City's receivables directly through a designated post office box. Merchant Banking Services include credit and debit card processing for the City, including supplying equipment and software necessary to provide acceptance, processing and support services for credit, debit, and smart/stored value cards, while maintaining the highest standard of service and professionalism in dealing with the public and maximizing net revenue for the City.

Release Date: July 18, 2016
Closing Date: August 23, 2016
Proposed Council Date: December 8, 2016
Estimated Value: \$7.4 Million
Contact Information: Troy Elliott, Director of Finance
Phone: 207-8604