



# City of San Antonio

## Agenda Memorandum

**File Number:** 17-1795

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**Agenda Item Number:** 8.

**Agenda Date:** 2/21/2017

**In Control:** Audit Committee

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**CITY OF SAN ANTONIO**  
**Information Technology Services Department**  
**INTERDEPARTMENTAL CORRESPONDENCE**

**TO:** Sheryl Sculley, City Manager

**FROM:** Kevin Goodwin, Interim CTO / Director for the Information Technology Services Department

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

**SUBJECT:** Pre-Solicitation Briefing for Annual Contract for Telecommunications, Network Connectivity and Other Telecom Services Competitive Sealed Proposal

**DATE:** February 21, 2017

The Information Technology Services Department will present a pre-solicitation briefing on the Annual Contract for Telecommunications, Network Connectivity and Other Telecom Services Competitive Sealed Proposal. This briefing will allow an opportunity for input and direction 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, audited financial statements, proposed scoring criteria, evaluation committee members, project considerations, local preference program applicability, veteran owned small business preference program applicability and SBEDA Program requirements.

The Annual Contract for Telecommunications, Network Connectivity and Other Telecom Services Competitive Sealed Proposal is for telecommunication services that include local telephone lines, telephone numbers for the City of San Antonio's telephone system; 311 non-emergency reporting; WAN/LAN broadband services; directory assistance services; long distance, international and toll free call services; and Internet connection services. The solicitation is for a six year contract with the possibility of two, two year renewal options. Because of the complexity of these systems the selected solution will be phased in over several months.

