



City of San Antonio

Agenda Memorandum

File Number:17-3896

Agenda Item Number: 4.

Agenda Date: 6/20/2017

In Control: Audit Committee

CITY OF SAN ANTONIO FINANCE DEPARTMENT Interdepartmental Correspondence

TO: Sheryl Sculley, City Manager

FROM: Troy Elliott, CPA, Deputy Chief Financial Officer
Kevin Barthold, City Auditor

COPIES: Audit Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Norbert Dziuk, Procurement Operations Lead

SUBJECT: Consideration of Completed High Profile Solicitations

DATE: June 20, 2017

Voluntary Dental Insurance & Third Party Administrative Services (HR) - Department issued a Request for Proposals seeking qualified organizations to provide and administer a fully funded and/or self-funded dental preferred provider organization (PPO) and a fully funded DHMO for civilian full time active employees, and/or retired employees, and their dependents.

- Solicitation Type: Request for Proposal
- Number of Respondents: 5
 - Three firms deemed non-responsive - one firm failed to provide DHMO plan design; two firms failed to provide pricing for optional years
- Contract Value: \$2.3 Million
- Number of Contracts Awarded: 1
- Term of Contract: 3 years with 2, 1 year options
- Tentative Council Date: August 3, 2017
- Evaluation Criteria:
 - Experience, Background, Qualifications - 25 points;
 - Proposed Plan - 40 points;
 - Price - 20 points;
 - Local Preference Program - 10 points;
 - Veteran Owned Small Business Preference Program - 5 points;
 - SBEDA - Waived
- Voting Committee Members: Lori Steward, Human Resources Director; Wanda Heard, Human Resources Assistant Director; Pat Atkins, Human Resource Administrator; Kevin Burton, ReCOSA

Respondent recommended for contract award substantially outscored the other responsive Respondent. Score summary matrix is not available since the final plan design has not been determined.

Household Hazardous Waste Collection, Characterization, Packaging, Transportation and Disposal (SWMD) - Department issued a Request for Proposals seeking qualified firms to perform operation of a Household Hazardous Waste (“HHW”) Program that provides for the collection, categorization, packaging, transportation, recycling and disposal of household hazardous waste. This program provides an environmentally safe and convenient means for citizens of San Antonio to dispose of household hazardous wastes such as pesticides, paints, solvents, automotive products, cleaning agents, and electronic waste.

- Solicitation Type: Request for Proposal
- Number of Respondents: 3
 - Two responses deemed non-responsive for not meeting the 13% SBE subcontracting program requirement
- Contract Value: \$7.5 Million
- Number of Contracts Awarded: 1
- Term of Contract: 3 years with 2, 1 year options
- Tentative Council Date: August 17, 2017
- Evaluation Criteria:
 - Experience, Background, Qualifications - 40 points;
 - Proposed Plan - 25 points;
 - Price - 20 points;
 - Local Preference Program - 10 points;
 - Veteran Owned Small Business Preference Program - 5 points
- Subcontracting Requirement - 13% SBE
- Voting Committee Members: Roderick Sanchez, Assistant City Manager; David W. McCary, Solid Waste Management Department Director; Ka Rhonda Crummie, Solid Waste Management Department Administrator; Joseph Krupa, Solid Waste Management Department Manager; Jorge Paramo, Edwards Aquifer Authority Compliance Coordinator.

Score Summary RFP for Household Hazardous Waste Collection, Characterization, Packaging, Transportation, Recycling and Disposal (RFP17-036, 6100008515)		
Overall Consensus	Consensus Scoring	Vendor
Roderick Sanchez	Y/N	Y
David W. McCary	Y/N	Y
Ka Rhonda Crummie	Y/N	Y
Joseph Krupa	Y/N	Y
Jorge Paramo	Y/N	Y

On-Call Environmental Abatement Services (TCI) - Department issued a Request for Proposals to provide on-call environmental abatement services with multiple contracts.

- Solicitation Type: RFP

- Number of Respondents: 4
- Contract Value: \$3 Million
- Number of Contracts Awarded: 2
- Term of Contract: 1 year with 3, 1 year options
- Tentative Council Date: August 2017
- Evaluation Criteria:
 - Experience and Qualifications of Respondent's Firm/Team, Key Personnel and Key Subconsultants - 30 points;
 - Proposed Management Plan - 20 points;
 - Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts - 20 points;
 - Fee Proposal - 30 points
- Disadvantaged Business Enterprise Program - 10% DBE goal
- Voting Committee Members: Roger Pollok, Metro Health, Interim Director for Environmental Health and Safety; Chris Kurzon, CCD Real Estate Manager; Leticia Arzate, TCI Senior Environmental Project Manager; Robert Espinosa, TCI Environmental Project Manager; Alice London, TCI Environmental Project Manager

Summary Scoring On-Call Environmental Services (Asbestos, Lead, Mold & Industrial Hygiene)	Maximum Points	rm 1	rm 2	rm 3	rm 4
A. Experience and Qualifications of Respondent's Firm/Team, Key Personnel and Key Sub-Consultants (30 Points)	30	28.20	22.00	17.20	12.60
B. Proposed Management Plan (20 Points)	20	18.60	15.40	12.00	7.00
C. Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts (20 Points)	20	19.00	13.40	10.00	1.00
D. Fee Proposal (30 Points)	30	30.00	14.50	21.20	25.50
TOTAL SCORE	100	95.80	65.30	60.40	46.10
RANK		1	2	3	4

Due diligence conducted for the respondents to the above solicitations included a search of federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information.

Staff recommends committee approval to proceed with scheduling these items for full City Council consideration.