



City of San Antonio

Agenda Memorandum

File Number:17-6437

Agenda Item Number: 5.

Agenda Date: 11/29/2017

In Control: Audit and Accountability Committee

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; Russell J. Handy, Aviation Director; Mike Sawaya, Convention & Sports Facilities Director; John Jacks, Center City Development and Operations Director; Ramiro S. Salazar, Library Director; Mike Frisbie, TCI Director/City Engineer

SUBJECT: Consideration of High Profile Solicitations for Release

DATE: November 29, 2017

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

Custodial Services at La Villita, Market Square, Centro Information Center, Botanical Gardens and SWMD Brush Recycling Centers (CCDO) - The City of San Antonio is soliciting proposals for contractors to perform custodial services at La Villita, Market Square, Centro Information Center, Botanical Garden and SWMD Brush Recycling Centers. These services are required by the City of San Antonio to establish a custodial maintenance program that will ensure the facilities are uniformly clean, hygienic, orderly and attractive. The facilities serviced by Contractor include indoor areas and outdoor areas as noted. Contractor shall provide all labor, materials, equipment and re-stocking custodial supplies and chemicals as per specifications.

Department: CCDO
Solicitation Type: RFCSP
Release Date: December 4, 2017
Closing Date: January 12, 2018
Proposed Council Date: April, 2018
Estimated Value: \$2.9 Million total
Proposed Term: 3 years with 2, 1 year options
Contact Information: John Jacks, Director, CCDO
Evaluation Criteria: Experience, Background, Qualifications: 30 points
Proposed Plan: 30 points
Price Schedule: 20 points

SBEDA: 20 points (10 points ESBE Prime; 10 points MWBE Prime)

SBEDA Subcontracting Requirements: 32% MWBE; 5% AABE

Local Preference Program: Not Applicable

Veteran Owned Small Business Preference Program: Not Applicable

Voting Members: Lori Houston, Assistant City Manager, City Manager's Office
John Jacks, Director, Center City Development and Operations (CCDO)
Aurora Perkins, Facilities Administrator CCDO, Market Square
Bob Brackman, Executive Director, Botanical Gardens

Ron Griego, Facilities Administrator, BES