



City of San Antonio

Agenda Memorandum

File Number: 17-6442

Agenda Item Number: 8.

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, Finance Department
Kevin Barthold, City Auditor

COPIES: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Norbert Dziuk, Procurement Operations Lead; Jorge Perez, Building and Equipment Services Director; Russell J. Handy, Aviation Director; Michael Sawaya, Convention & Sports Facilities Director; Ramiro S. Salazar, Library Director

SUBJECT: Consideration of Completed High Profile Solicitations

DATE: November 29, 2017

The following high profile projects have completed the solicitation process. These items are presented to the Audit and Accountability Committee for review prior to full City Council for consideration.

Commercial Garbage Collection Disposal and Recycling (Finance) - Department issued a Request for Proposals solicitation seeking qualified respondents to provide garbage collection, disposal and recycling services for commercial municipal locations. The contractor shall provide waste containers and a confirmed schedule of services coordinated with the city departments. These services are essential to the City and must be executed on a confirmed vendor/City schedule with an efficient method to ensure that garbage is removed for health, public safety reasons as well as appearance of City facilities.

- Solicitation Type: RFP
- Number of Respondents: 3 (1 non-responsive)
- Contract Value: \$3.6 Million
- Number of Contracts Awarded: 1
- Term of Contract: 2 years with 2, 1 year options
- Council Date: November 30, 2017
- Evaluation Criteria:
 - Experience, Background, Qualifications - 30 points
 - Proposed Plan - 30 points
 - Price - 25 points
 - Local Preference Program - 10 points

- Veteran Owned Small Business Preference Program - 5 points
- SBEDA Subcontracting Requirements: 8% MWBE
- Voting Committee Members:
 - Bernard Brown, Building Maintenance Manager, CSF
 - Norbert Dziuk, Procurement Operations Lead, Finance
 - Laura Gomez, Special Projects Manager, Parks and Recreation
 - John Kokesh, Terminal Services Manager, Aviation
 - Josephine Valencia, Assistant Director, SWMD

Municipal Commercial Garbage Collection, Disposal and Recycling Services (RFP 16-099, 6100007926) Score Summary	Maximum Points	Firm 1	Firm 2
A - Experience, Background, Qualifications	30	23.00	25.60
B - Proposed Plan	30	22.20	22.20
C - Price Schedule	25	25.00	21.87
D - Local Preference Program	10	5.00	5.00
E - Veteran-Owned Small Business Preference Program	5	0.00	0.00
TOTAL SCORE	100	75.20	74.67
RANK BASED ON TOTAL SCORE		1.00	2.00

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. No findings were noted that would prevent the City from awarding to the selected vendors.

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