



City of San Antonio

Agenda Memorandum

File Number: 17-6446

Agenda Item Number: 10.

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.

Distributed Antenna System for CSF (CSF) - Department issued a Request for Proposals seeking qualified firms to provide the Henry B. Gonzalez Convention Center (HBGCC) with a Distributed Antenna System to improve cellular signals and enhance public safety radio signals within the buildings that make up the convention center. This system is expected to greatly enhance the customer experience at the HBGCC.

- Solicitation Type: Request for Proposals
- Number of Respondents: 12
- Contract Value: \$1.5 Million (Revenue)
- Number of Contracts Awarded: 1
- Term of Contract: 10 years with 2, 5 year options
- Council Consideration: November 30, 2017
- Evaluation Criteria:
 - Experience, Background, Qualifications - 25 points
 - Proposed Plan - 40 points
 - Price/Compensation - 20 points
 - Local Preference Program: 10 points

- Veteran Owned Small Business Preference Program: 5 points
- SBEDA Subcontracting Requirements: Waived
- Voting Committee Members:
 - Patricia Muzquiz-Cantor, Assistant Director, CSF
 - Melanie Seale, Assistant Director, Finance
 - John Rodriguez, Assistant Director, ITSD
 - Scott Munson, Convention Center General Manager, CSF
 - Henry Brun, Board Member, Visit SA

RFP - Distributed Antenna System (DAS) for Henry B. Gonzalez Convention Center 17-002 Score Summary	Maximum Points	Firm 1	Firm 2	Firm 3	Firm 4
A - Experience, Background, Qualifications	25	24.40	17.60	13.00	14.20
B - Proposed Plan	40	37.60	23.20	9.80	14.40
C - Pricing	20	1.67	10.93	19.34	7.57
D - Local Preference Program (LPP)	10	0.00	0.00	0.00	0.00
E - Veteran Owned Small Business Preference Program (VOSBPP)	5	0.00	0.00	0.00	0.00
TOTAL SCORE	100	63.67	51.73	42.14	36.17
RANK BASED ON TOTAL SCORE		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. 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.