



City of San Antonio

Agenda Memorandum

File Number:18-1641

Agenda Item Number: 6.

Agenda Date: 3/8/2018

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Annual Contract for Identity Management System Software and Implementation for San Antonio International Airport

SUMMARY:

This ordinance authorizes acceptance of a proposal from Convergent Technologies LLC to provide the San Antonio International Airport with an Identity Management System, to include Software and Implementation, for a cumulative amount of \$915,924.00 for an initial term of three years, with options to renew the term of the agreement for two additional one-year periods. The annual contract amount is \$675,881.00 for Year 1, \$57,033.00 for Year 2, \$59,255.00 for Year 3, and if renewed, \$61,035.00 for Year 4, and \$62,720.00 for Year 5. This project is funded by Airport Capital Improvement Funds and Airport Operating and Maintenance Funds.

BACKGROUND INFORMATION:

The San Antonio International Airport requires an Identity Management Solution (IMS) to streamline and automate management of airport staff and worker identities and end-to-end credentialing, audition, and reporting. The new IMS will replace the Airport's current system and web portal while integrating with our current Access Control System and computer based training platform.

The City issued a Request for Competitive Sealed Proposal for "Identity Management System Software & Implementation" on November 4, 2016. On December 5, 2016, the Aviation Department received three proposals which were deemed responsive for committee review.

The evaluation committee consisted of representatives from the Aviation Department and ITSD. The Finance Department, Purchasing Division facilitated by ensuring compliance with City procurement policies and procedures.

The evaluation of each proposal was based on a total of one hundred points: forty-five points for experience, background, qualifications, thirty-five points for proposed plan; and twenty points for price schedule. Based on the City's standard RFCSP process, Convergent Technologies LLC is recommended for award.

The initial term of the agreement shall be for a period of three years. Two additional one-year renewals at the City's option will also be authorized by this ordinance.

ISSUE:

This ordinance will provide the San Antonio International Airport with an IMS that will streamline and automate management of airport staff and worker identities and end-to-end credentialing, auditing and reporting. The objectives are to streamline the overall process to reduce or eliminate repeated data entry, to assure data integrity, to automate data flow and sharing between the various systems, to go to a paperless system to the greatest extent possible, and to work towards meeting Transportation Security Administration (TSA) recommendations regarding segregation of duties.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived due to the lack of small, minority, and/or women businesses available to provide these goods and services.

Recommended award is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

ALTERNATIVES:

Should the contract not be approved, the software for the existing outdated and inefficient web-based badge application process will be difficult to support. TSA regulations require all active badge holders to re-fingerprint every two years. Without an automated system to process background checks, the TSA requirements are completed manually and, as a result, require significant staff resources.

FISCAL IMPACT:

This Ordinance authorizes a three year contract with the option to renew the contract annually for two years with Convergent Technologies LLC, for an amount of \$915,924.00. The initial year of the contract, in the amount of \$621,023.00, will be funded with Airport Capital Improvement Funds. Maintenance in the subsequent years will be funded from the Aviation Operating and Maintenance Funds as follows: \$54,858.00 for Year 1, \$57,033.00 for Year 2, \$59,255.00 for Year 3, and if renewed, \$61,035.00 for Year 4 and \$62,720.00 for Year 5.

RECOMMENDATION:

Staff recommends approval of the contract with Convergent Technologies to provide the San Antonio International Airport with software and implementation of an Identity Management System for an estimated total amount of \$915,924.00.

This contract was procured by means of Request for Competitive Sealed Proposal and a Contracts Disclosure Form is required.