



City of San Antonio

Agenda Memorandum

File Number: 18-3503

Agenda Item Number: 3.

Agenda Date: 5/24/2018

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; John Jacks, Director, Center City Development and Operations; Patricia Muzquiz Cantor, Interim Director, Convention & Sports Facilities; Mike Frisbie, P.E., TCI Director/City Engineer

SUBJECT: Consideration of Completed High Profile Solicitations

DATE: May 24, 2018

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.

Annual Contract for Custodial Services for La Villita, Market Square, Centro de Artes Bldg., Centro Information Center, Downtown Lavatory, San Antonio Garden Center and Brush Recycling Centers - Department issued a Request for Competitive Sealed Proposals (RFCSP) to provide CCDO, SWMD and Parks with a contractor to provide custodial services at La Villita, Market Square, Centro de Artes, Centro Information Center, Downtown Lavatory, San Antonio Garden Center and Brush Recycling Centers.

- Solicitation Type: RFCSP
- Number of Respondents: 9
 - 4 Respondents non-responsive (Failure to meet subcontracting requirement and submit price schedule)
- Contract Value: \$3.2 million total
- Number of Contracts Awarded: 1 Contract
- Term of Contract: 3 years with option to renew for 2 additional, 1-year periods
- Council Consideration: June 21, 2018
- Evaluation Criteria:
 - Experience, Background, Qualifications - 30 points
 - Proposed Plan - 30 points

- Price - 20 points
- ESBE Prime Contract Program - 10 points
- M/WBE Prime Contract Program - 10 points
- SBEDA Subcontracting Requirements: M/WBE 32% and AABE 5%
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable
- Voting Committee Members:
 - Lori Houston, Assistant City Manager, City of San Antonio
 - Veronica Garcia, Interim Assistant Director, Center City Development and Operations Department
 - Aurora Perkins, Facilities Administrator, Center City Development and Operations Department
 - Ron Griego, Facilities Administrator, Building and Equipment Services Department
 - Jackie Mendez, Contract Manager, Parks and Recreation Department

RFCSP AC for Custodial Services for La Villita, Mkt. Square, Centro de Artes Bldg., Centro Information Ctr., Downtown Lavatory, SA Garden Center and Brush Recycling Centers RFCSP 17-116, RFx: 6100009414 Score Summary FINAL EVALUATION Thursday, April 26, 2018	Maximum Points	Firm 1	Firm 2	Firm 3	Firm 4	Firm 5
A - Experience, Background, Qualifications	30	24.00	23.80	13.20	5.60	13.20
B - Proposed Plan	30	26.00	22.60	11.80	7.20	14.40
A - B SUB-TOTAL	60	50.00	46.40	25.00	12.80	27.60
C - Price Schedule	20	18.31	11.69	20.00	18.81	17.37
D - SBEDA - ESBE Prime Contract Program	10	0.00	0.00	10.00	10.00	0.00
SBEDA - M/WBE Prime Contract Program	10	10.00	10.00	10.00	10.00	0.00
C - D SUB-TOTAL	40	28.31	21.69	40.00	38.81	17.37
TOTAL SCORE	100	78.31	68.09	65.00	51.61	44.97
RANK BASED ON TOTAL SCORE		1.00	2.00	3.00	4.00	5.00

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.