



# City of San Antonio

## Agenda Memorandum

**File Number:**18-3504

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**Agenda Item Number:** 4.

**Agenda Date:** 5/24/2018

**In Control:** Audit and Accountability Committee

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### **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 Supplemental Event Security Services** - Department issued a Request for Competitive Sealed Proposals to provide Convention and Sports Facilities with a contract for event security services for the Alamodome and Henry B. Gonzalez Convention Center.

- Solicitation Type: RFCSP
- Number of Respondents: 4
- Contract Value: \$2.9 million total
- Number of Contracts Awarded: 1 Contract
- Term of Contract: 2 years with option to renew for 2 additional, 1-year periods
- Council Consideration: June 14, 2018
- Evaluation Criteria:
  - Experience, Background, Qualifications - 30 points
  - Proposed Plan - 30 points
  - Price - 20 points
  - SBE Prime Contract Program - 10 points
  - M/WBE Prime Contract Program - 10 points

- SBEDA Subcontracting Requirements: Not Applied
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable
- Voting Committee Members:
  - Patricia Muzquiz-Cantor, Interim Director, Convention and Sports Facilities Department
  - Nicholas Langella, General Manager, Alamodome
  - Stephen Zito, Facilities Manager, Alamodome
  - Wanda Williams, Facilities Manager, HBG Convention Center
  - Derek Rabey, Technical Security Manager, Information Technology Services Department
  - Anthony Powers, Sergeant, San Antonio Police Department

RFCSP 17-110 Annual Contract for Supplemental Event Security Services					
Score Summary RFx 6100009611					
Final Evaluation Monday, April 23, 2018					
	Maximum Points	Firm 1	Firm 2	Firm 3	Firm 4
A - Experience, Background, Qualifications	30	28.00	20.17	9.83	4.00
B - Proposed Plan	30	28.50	21.17	7.67	4.00
A - B SUB-TOTAL	60	56.50	41.34	17.50	8.00
C - Price Schedule	20	20.00	18.04	18.67	18.94
D - SBEDA - SBE Prime Contract Program	10	0.00	0.00	0.00	0.00
D - SBEDA - M/WBE Prime Contract Program	10	0.00	0.00	0.00	0.00
C - D SUB-TOTAL	40	20.00	18.04	18.67	18.94
TOTAL SCORE	100	76.50	59.38	36.17	26.94
RANK BASED ON TOTAL SCORE		1.00	2.00	3.00	4.00

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.