



# City of San Antonio

## Agenda Memorandum

**File Number:**18-3949

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**Agenda Item Number:** 3.

**Agenda Date:** 6/19/2018

**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

**COPIES:** Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Norbert Dziuk, Procurement Operations Lead; Russell J. Handy, Director, Aviation Department, Xavier Urrutia, Director, Parks and Recreation Department

**SUBJECT:** Consideration of High Profile Solicitations for Release

**DATE:** June 19, 2018

The following high profile solicitation is scheduled to be released within the next month:

**Portable Chemical Toilets:** The Parks and Recreation Department seeks proposals from contractors interested in providing the rental and servicing of Standard and Americans with Disabilities Act (“ADA”) compliant portable chemical toilets at various City locations. These items are utilized by various City departments to provide the general public access to portable restrooms in parks, at special outdoor events or when facilities are undergoing repairs.

**Project Solicitation:**

Department: Parks and Recreation  
Solicitation Type: RFCSP  
Estimated Value: \$1.9 Million  
Proposed Term: 3 years with 2, 1-year options  
Release Date: June 27, 2018  
Closing Date: August 1, 2018  
Proposed Council Date: October 4, 2018  
Contact Information: Xavier Urrutia, Director, Parks and Recreation Department  
Evaluation Criteria: Experience, Background, Qualifications: 35 points  
Proposed Plan: 35 points  
Price: 20 points  
SBEDA Program: 10 points (SBE Prime Contract Program)  
Subcontracting: Not Applicable  
Local Preference Program: Not Applicable  
Veteran Owned Small Business Preference Program: Not Applicable

Voting Members:      Homer Garcia III, Assistant Director, Parks and Recreation  
Michael Baldwin, Parks Manager, Parks and Recreation  
Sandy Jenkins, Manager, Parks and Recreation  
Edgar Olivas, Facility Supervisor, Center City Development & Operations  
David McDaniel, Compliance Manager, Solid Waste Management