



# City of San Antonio

## Agenda Memorandum

**File Number:**18-4815

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**Agenda Item Number:** 5.

**Agenda Date:** 9/13/2018

**In Control:** City Council A Session

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**DEPARTMENT:** Finance

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Interactive Modular Driving Simulator/Trainer System

### **SUMMARY:**

This ordinance authorizes acceptance of a contract with Virage Simulation to provide an interactive modular driving simulator/trainer system to be utilized by the Solid Waste Management Department (SWMD) in the amount of \$259,955.00. Funding for this contract is available in the FY 2018 Solid Waste Operating and Maintenance Fund.

### **BACKGROUND INFORMATION:**

Submitted for Council consideration and action is a proposal submitted by Virage Simulation to provide an interactive modular driving simulator/trainer system to be utilized by the Solid Waste Management Department. The complete system will include a driving simulator, an interfaced instructor console, and all required hardware, software, cables and connecting devices, shipping/handling, delivery, installation, comprehensive warranty, scheduled maintenance, service and repair, technical support, on-site operational training, and continued instructor support.

The City issued a Request for Competitive Sealed Proposal (RFCSP) for "Interactive Modular Driving Simulator/Trainer System" (RFCSP 18-090, 6100010427) on June 14, 2018, with a submission deadline of July 18, 2018. One proposal response was received and deemed responsive for evaluation. Virage Simulation was selected based on the City's standard RFCSP evaluation process.

An evaluation committee comprised of representatives from the Solid Waste Management Department

reviewed the proposal received. The Finance Department, Purchasing Division assisted by ensuring compliance with City procurement policies and procedures. The proposal was evaluated based on the firm's experience, background, and qualifications; proposed plan (equipment plan, implementation plan, technical support plan, training plan, and warranty plan) and price schedule. The evaluation of this proposal response was based on Consensus Scoring due to receipt of only one response.

The evaluation committee met on August 2, 2018 to evaluate the proposal submitted by Virage Simulation. Consensus voting was unanimous with all members recommending award to Virage Simulation.

## **ISSUE:**

This contract will provide an interactive modular driving simulator/trainer system to be utilized by the Solid Waste Management Department (SWMD). The simulator will be used as part of a comprehensive driver training program for employees of SWMD, as well as an assessment tool to conduct pre-employment screenings of perspective applicants. In addition, by utilizing a driving simulation/trainer system, SWMD can save on fuel cost, truck maintenance and tires. The price includes three (3) years of extended warranty and preventative maintenance service. The recommended contractor has been in business for thirteen years and has provided services to several public entities.

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.

This contract is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to non-professional services; therefore, no preference was applied to this contract.

## **ALTERNATIVES:**

Should this contract not be approved, the Solid Waste Management Department will not be able to fulfill an essential part of a comprehensive driver training program for employees of SWMD, as well as missing an assessment tool to conduct pre-employment screenings of perspective applicants.

## **FISCAL IMPACT:**

This ordinance authorizes acceptance of a contract with Virage Simulation, in the amount of \$259,955.00, to provide an interactive modular driving simulator/trainer system available from the FY 2018 Solid Waste Operating and Maintenance Fund.

## **RECOMMENDATION:**

Staff recommends the approval of a contract with Virage Simulation to provide the Solid Waste Management Department with an interactive modular driving simulator/trainer system in the amount of \$259,955.00.

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

