



City of San Antonio

Agenda Memorandum

File Number:18-6082

Agenda Item Number: 11.

Agenda Date: 11/13/2018

In Control: Audit and Accountability Committee

CITY OF SAN ANTONIO DEPARTMENT OF HUMAN SERVICES

TO: Sheryl Sculley, City Manager

FROM: Melody Woosley, Director, Department of Human Services

COPY: Audit and Accountability Committee; Maria Villagómez, Assistant City Manager; Carlos Contreras, Assistant City Manager; Rene Dominguez, Economic Development Director; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Post-Solicitation Briefing for cafécollege

DATE: November 13, 2018

Since 2010, the Department of Human Services has contracted for the operational and programmatic management of the Manuel P. Berriozábal cafécollege, located at 131 El Paso Street. cafécollege opened on September 27, 2010 with a mission to provide a one-stop college access center for advising and informational resources regarding college admissions, financial aid, scholarships and preparedness to help residents achieve their career and college goals.

Through cafécollege, the City of San Antonio, aims to exceed the national average of college graduates and attract a workforce industry that will improve the quality of life in the city.

The Department of Human Services released a Request for Proposal (RFP) for cafécollege operations on September 12, 2018. The RFP was advertised in the Express-News on September 16, 2018 and on the City's website on September 12, 2018. Responses were due October 10, 2018 with one agency providing a response to the RFP. A selection committee, consisting of City staff and outside subject experts, evaluated the submission.

The selection committee evaluated the proposal based on the published criteria for cafécollege which included: Agency Experience, Background, and Qualifications; Proposed Program Plan; and Funding Budget and Budget Narrative.

This item is tentatively scheduled for Council consideration on December 6, 2018.