



City of San Antonio

Agenda Memorandum

File Number:18-6394

Agenda Item Number: 42.

Agenda Date: 12/13/2018

In Control: City Council A Session

DEPARTMENT: Human Services

DEPARTMENT HEAD: Melody Woosley

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Authorization of an Agreement with the San Antonio Education Partnership

SUMMARY:

This ordinance authorizes approval of an agreement with the San Antonio Education Partnership for the operation and management of the Dr. Manuel P. Berriozábal cafécollege for an amount up to \$675,000.00 for the period of January 1, 2019 through September 30, 2019 funded from the City's FY 2018 and FY 2019 General Fund Budget with four one-year renewal options and with a base contract amount in the first year of \$890,000.00 adjusted upward to correspond to any increases in the Consumer Price Index (CPI) for the FY 2020 Renewal Term, and adjusted annually thereafter. Future funding for the renewal options will be subject to appropriation as part of the annual budget.

BACKGROUND INFORMATION:

Since 2010, the Manuel P. Berriozábal cafécollege has provided a one-stop college access center for informational resources regarding college admissions, financial aid, scholarships and preparation to help San Antonio youth achieve their career and college goals, with the goal to exceed the national average of college graduates in San Antonio and to attract the workforce industry that will improve the quality of life in the city.

Services provided by the center include free advising, including college and financial aid application assistance, reference materials, preparation for SAT/ACT, college orientations and recruitment, college fairs, family awareness workshops, financial literacy for students and families and college savings programs. The cafécollege hours of operation are tailored to meet the needs of high school students, working families, and

adults seeking continuing education, centrally located at 131 El Paso St.

The San Antonio Education Partnership (SAEP) has managed the operations of the Manuel P. Berriozábal cafécollege since opening to the public in 2010. On September 12, 2018, the Department of Human Services (DHS) released a Request for Proposals (RFP) to solicit responses from qualified respondents for the operation and management of cafécollege. The RFP was advertised in the San Antonio Express-News, San Antonio e-Procurement system, and on the City's Bidding and Contracting opportunities website. Responses were due October 10, 2018 and one (1) agency proposal was received in response to the RFP.

Respondent was evaluated based on the published criteria for cafécollege, which is based on a total of 100 points; 45 points for experience, background and qualifications; 35 points for the proposed plan; and 20 points for the proposed funding budget and budget narrative.

Based on the proposal submission, staff recommends entering into an agreement with SAEP to provide operational and management support to the cafécollege.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the M/WBE Subcontracting Program for 15% and the AABE Subcontracting Program for 2%, respectively. San Antonio Education Partnership was not awarded any points, but did meet the subcontracting goal requirements.

The Local Preference Program (LPP) and Veteran-Owned Small Business Preference Program (VOSBPP) were not applicable for this solicitation.

ISSUE:

This ordinance authorizes approval of an agreement with the San Antonio Education Partnership for the operation and management of the Dr. Manuel P. Berriozábal cafécollege for an amount up to \$675,000.00 for the period of January 1, 2019 through September 30, 2019 funded from the City's FY 2018 and FY 2019 General Fund Budget with four one-year renewal options and with a base contract amount in the first year of \$890,000.00 adjusted upward to correspond to any increases in the Consumer Price Index (CPI) for the FY 2020 Renewal Term, and adjusted annually thereafter. Future funding for the renewal options will be subject to appropriation as part of the annual budget.

ALTERNATIVES:

If this Agreement is not approved, the Department of Human Services would need to issue another Request for Proposal (RFP) to select and award an Agreement to manage the operations of the Dr. Manuel P. Berriozábal cafécollege.

FISCAL IMPACT:

This ordinance authorizes approval of an agreement with the San Antonio Education Partnership for the operation and management of the Dr. Manuel P. Berriozábal cafécollege for an amount up to \$675,000.00 for the period of January 1, 2019 through September 30, 2019 with four one-year renewal options and with a base contract amount in the first year of \$890,000.00 adjusted upward to correspond to any increases in the

Consumer Price Index (CPI) for the FY 2020 Renewal Term, and adjusted annually thereafter. Funding for the initial term of this contract is available from the FY 2018 General Fund Delegate Agencies budget in the amount of \$161,250 and the FY 2019 General Fund Human Services budget in the amount of \$513,750. Future funding for the renewal options is subject to city council appropriation as part of the annual budget process.

RECOMMENDATION:

Staff recommends approval of this ordinance authorizing an Agreement with the San Antonio Education Partnership for the operation and management of cafécollege. This contract is procured by means of Request for Proposals and the Contract Disclosure Form is attached.