



City of San Antonio

Agenda Memorandum

File Number:19-3311

Agenda Item Number: 5.

Agenda Date: 4/16/2019

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
FINANCE DEPARTMENT
Interdepartmental Correspondence**

TO: Erik Walsh, City Manager

FROM: Russell J. Handy, Director, Aviation Department

COPIES: Audit and Accountability Committee; Ben Gorzell, Chief Financial Officer; Kevin Barthold, City Auditor; Carlos Contreras, Assistant City Manager

SUBJECT: Consideration of Completed High Profile Solicitation

DATE: April 16, 2019

The following high profile project has completed the solicitation process. This item is presented to the Audit and Accountability Committee for review prior to full City Council for consideration.

Annual Contract for Fire Detection & Fire Suppression Systems & Equipment Services for the San Antonio Airport System (Aviation) - City of San Antonio solicited proposals from qualified firms to provide the Aviation department with a contract for quarterly, semi-annual, and annual inspections; repairs (to include parts and replacements); installations; testing; and monitoring of the fire detection and fire suppression systems at San Antonio International Airport and Stinson Municipal Airport.

- Solicitation Type: Request for Competitive Sealed Proposals
- Contract Value: \$1.5 Million
- Term of Contract: 3 years with 2, 1 year renewal options
- Number of Respondents: 1
- Contracts to be Awarded: 1
- Council Consideration: June 6, 2019
- Evaluation Criteria:
 - Experience, Background, Qualifications - 50 points
 - Proposed Plan - 25 points
 - Price - 15 points
 - SBEDA Program - 10 points (5 points SBE Prime / 5 points MWBE Prime)

- SBEDA Subcontracting Requirement: Not Applicable
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable
- Voting Committee Members:
 - Russell J. Handy, Aviation Director
 - Loyce D. Clark, Chief Asset and Planning Officer, Aviation Department
 - Randy Gray, Facilities Manager, Aviation Department
 - Dave Kubina, Building Maintenance Manager, Convention & Sports Facilities
 - Diane Rath, Member, Airport Advisory Commission

The Evaluation Committee reviewed and discussed the one response received. The committee came to a consensus to recommend award to the sole respondent. Due diligence conducted for the respondent to the above solicitation 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 vendor.

Staff recommends committee approval to proceed with scheduling this item for full City Council consideration.