



# City of San Antonio

## Agenda Memorandum

**File Number:**14-838

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**Agenda Item Number:** 5.

**Agenda Date:** 4/8/2014

**In Control:** High Profile Contract Council Committee

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**TO:** Sheryl Sculley, City Manager  
**FROM:** Michael J. Sawaya, CSF Director  
**COPY:** High Profile Contract Council Committee; Ed Belmares, Assistant City Manager; Ben Gorzell Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor  
**SUBJECT:** **Alamodome Cleaning & Conversion Services Contract**  
**DATE:** April 8, 2014

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The Convention and Sports Facilities department will provide a post-solicitation briefing for the Alamodome Cleaning & Conversion Services Contract. This contract was presented as an Individual High Profile Contract Initiative for consideration on the Bi-Annual High Profile Report.

The post-solicitation briefing will include an overview of the procurement, estimated contract value, high profile designation, term of contract, project scope of services and considerations, scoring criteria, SBEDA program requirements, local preference applicability, project timeline and identification of evaluation committee members.

On February 17, 2014, the Request for Sealed Competitive Proposals (RFSCP) was released to select qualified and experienced contractors to provide janitorial and supplemental conversion/labor services for the Alamodome.

The RFSCP was advertised in the San Antonio Express-News and on the City's website in February 2014. Responses were due on March 19, 2014, and a total of seven (7) firms responded. The selection committee consisted of representatives from the Office of the City Manager, Convention and Sports Facilities Department, and Convention and Visitors Commission who evaluated and ranked the submissions.

The selection committee evaluated and scored the proposals based on the published criteria which included experience, background, and qualifications of contractors in providing this service, the proposed plan, proposed price, and the SBEDA Program's small, minority and women-owned business preference points. Firms that responded to the solicitation were reviewed on April 1, 2014.

This item is tentatively scheduled for City Council consideration on May 15, 2014.