



City of San Antonio

Agenda Memorandum

File Number:14-839

Agenda Item Number: 6.

Agenda Date: 4/8/2014

In Control: High Profile Contract Council Committee

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 Rigging Services Contract**
DATE: April 8, 2014

The Convention and Sports Facilities department will provide a post-solicitation briefing for the Alamodome Rigging 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 Proposal (RFSCP) was released to select qualified and experienced contractors to provide rigging 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 24, 2014, and only one firm responded to the RFSCP. 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 submission.

The selection committee evaluated the proposal 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. The firm that responded to the solicitation was reviewed on March 31, 2014.

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