



# City of San Antonio

## Agenda Memorandum

**File Number:**14-842

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**Agenda Item Number:** 2.

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

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

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**TO:** Sheryl Sculley, City Manager

**FROM:** Troy Elliott, CPA, Finance Director

**COPY:** High Profile Contract Committee;  
Ben Gorzell Jr., Chief Financial Officer

**SUBJECT:** Briefing on the Bi-Annual High Profile Contracting Report for 2<sup>nd</sup> Six Months FY2014

**DATE:** April 8, 2014

The Bi-Annual High Profile contracting report has been compiled for solicitations scheduled to be released the second six months in FY2014. Two reports are generated annually to cover each of the reporting periods. This first report covered the 1<sup>st</sup> six months of fiscal year 2014 (October-March) and was presented to the HPCCC on October 30, 2013. The second report covers the 2<sup>nd</sup> six months of the fiscal year (April-September).

The Finance Department will present the report to the High Profile Contract Committee for review and to allow an opportunity for input and direction from members for the listed items. The report includes information for each item such as the procurement method, terms of contract, value, policy issues, anticipated release dates, and projected dates for City Council consideration. Individual B-Session briefings may be held for select high profile items that are identified as substantial initiatives or involve significant policy issues.

Contracting initiatives are identified as “High Profile” if they meet at least one of the following conditions:

- Estimated value over \$1 million;
- High level of community interest or other exceptional interest; or
- Highly complex or technical in nature, or contract terms & conditions that are non-standard or complex

This report only includes Discretionary Contracts. No low-bid type contracts are listed in this report. All items listed will be brought forward to City Council for approval.

If you have any questions regarding this report, please contact me at 207-8604.