



City of San Antonio

Agenda Memorandum

File Number:19-8731

Agenda Item Number: 39.

Agenda Date: 12/12/2019

In Control: City Council A Session

DEPARTMENT: Police

DEPARTMENT HEAD: William P. McManus

COUNCIL DISTRICT(S) IMPACTED: Citywide

SUBJECT: Random and Post Accident Drug Testing Services for SAPD

SUMMARY:

This ordinance is approving a contract with Alcohol and Drug Tests, Inc. (A & D Tests, Inc.) to provide the San Antonio Police Department (SAPD) with random and reasonable suspicion drug testing and post-accident testing for all Officers within SAPD. The total contract value is not to exceed \$240,000.00 over the five (5) year contract period. Funding for the first year of the contract is available through the FY 2020 Adopted SAPD General Fund Budget with future years subject to appropriation as part of the annual budget process.

BACKGROUND INFORMATION:

Submitted for Council consideration and action is a proposal submitted by Alcohol and Drug Test, Inc. (A & D Test, Inc.) to provide the San Antonio Police Department (SAPD) with random and reasonable suspicion drug testing and post-accident testing for all Officers within SAPD.

The City of San Antonio solicited proposals to provide Random and Post Accident Drug Testing Services for the San Antonio Police Department (SAPD). The Drug Interdiction Program, which calls for mandatory drug testing of Police Officers, was agreed upon as part of the Collective Bargaining Agreement, Article 35, Section 2, between the City of San Antonio and the San Antonio Police Officers Association (SAPOA) via City Ordinance No.2016-09-01-0639, dated September 1, 2016. As stated in the contract, one hundred percent (100%) of sworn members of the SAPD, including the Chief, shall be susceptible to mandatory testing for illegal drugs and controlled substances, during each calendar year, on a fair and impartial statistical basis. In addition, post- accident drug and alcohol testing of any officer involved in a vehicular accident in a City vehicle is required.

On June 24, 2019, the City issued a Request for Proposal (RFP 019-072) for “Random and Post Accident Drug Testing Services” with a submission deadline of August 05, 2019. One proposal was received and evaluated

from A & Drug Tests, Inc.

The evaluation committee consisted of four (4) representatives from the San Antonio Police Department as follows; Assistant Director of Police, a Lieutenant/Deputy Chief of Staff from the Office of the Chief, a Sergeant/Drug Program Coordinator, and a Patrol Division Administrative Sergeant were tasked to evaluate proposals. The evaluation of each proposal submitted was to be evaluated upon a total of 100 points; 30 points for Experience, Background and Qualifications; 30 points allotted for Proposed Plan; 15 points allotted for Respondent's price schedule; 10 points for the SBEDA program; 10 points allotted for Local Preference Program, and 5 points for Veteran-Owned Small Business Program.

Since one (1) responsive proposal was received from A & D Test, Inc., the evaluation criteria points were not applicable. The proposal was evaluated based on the respondent's qualifications, experience, service quality, previous performance, proposed plan and compensation schedule. Additional categories of consideration included references. A Consensus Form was provided to the Evaluation Committee for consideration to award or not to award.

On September 18, 2019, the Evaluation Committee met to discuss and evaluate the responsive proposal received. After the evaluation committee's review and discussion, individual Consensus Forms were submitted and an aggregate Overall Score Summary was presented.

The evaluation committee, by consensus, recommended a contract award to A & D Test, Inc. the City's incumbent.

The initial term for this contract is upon award through December 31, 2022. Two (2) additional one (1) year renewals at the City's option shall also be authorized by this ordinance.

ISSUE:

Approval of this contract will allow SAPD to continue the Drug Interdiction Program and oversight to preserve public safety.

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 Small and Minority/ Women-Owned Business Enterprise Prime Contract Program with five evaluation preference points each, no prime points were awarded to Alcohol and Drug Tests, Inc. (A & D Tests, Inc.).

The recommended award is an exception to the Local Preference Program.

There were no proposals submitted from veteran-owned small business respondents for this contract; therefore, the Veteran -Owned Small Business Preference Program was not applied.

ALTERNATIVES:

Should this contract not be approved, a new request for proposal process would be initiated and the SAPD's Drug Interdiction Program would be negatively impacted.

FISCAL IMPACT:

This ordinance is approving a contract with Alcohol and Drug Tests, Inc. (A & D Tests, Inc.) to provide the San Antonio Police Department (SAPD) with random and reasonable suspicion drug testing and post-accident

testing for all Officers within SAPD. The total contract value is not to exceed \$240,000.00 over the five (5) year contract period. Funding in the amount of \$48,000.00 for the first year of the contract is available through the FY 2020 Adopted SAPD General Fund Budget with future years subject to appropriation as part of the annual budget process.

RECOMMENDATION:

Staff recommends the approval of a contract with A & D Tests, Inc.

This contract was procured by means of a Request for Proposals and a Contracts Disclosure Form is required.